#### MA# 005 CTITQ0095



### STATE OF IOWA

EFFECTIVE BEGIN DATE: EXPIRATION DATE: 05-22-2008 05-21-2013

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#### MASTER AGREEMENT

Contract Declaration and Execution

**VENDOR:** 

NAVIGATOR TECHNOLOGIES 18 Computer Dr W Ste 103

Albany, NY 12205 USA VENDOR CONTACT: Venu Chad Sree Chad 518-368-1642/ PHONE: 508-240-6236 EXT:

(h0d) issuer: ASHLEY SUPER PHONE: 515-281-7073

EMAIL: sreechad@navigatorcorp.net 484 EMAIL: ashley.super@iowa.gov

FOB

Contract For: CONSULTING, IT SEE ATTACHED DOCUMENTS

Contract to furnish IT consulting and staff augmentation pursuant to the specifications, terms and conditions of sealed bid #BD80200S102 on file with the Department Of Administrative Services, GSE Purchasing Division, Hoover Building, Level A, Des Moines, Iowa 50319-0105. For complete instructions on how to use this contract, see the attached file regarding rules or contact The Department of Administrative Services, General Services Enterprise. This contract is for all ITQ service categories. Contact: Venu Chad Managing Member Navigator Technologies 18 Computer Drive West, Suite # 103 Albany, New York 12205 518-368-1642 Office 484-885-7673 Alternate Office 518-602-9800 Fax venuchad@navigatorcorp.net rating: 9.04, Categories 1, 3, 4, 5, 6, 9 PCQT #: \_\_\_\_\_\_

RENEWAL OPTIONS

FROM 05-22-2013 TO 05-21-2015 FROM 05-22-2015 TO 05-21-2017

**AUTHORIZED DEPARTMENT** 

SUB Other Governmental Entities

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.							
CONTRACTOR	STATE OF IOWA						
contractor's NAME (If other than an individual, state whether a serp., partnership, etc.	AGENCY NAME IA DEPT. OF ADMINISTRATIVE SEVEN.						
BY (Authorized Signature)  Date Signed  Date Signed	BY (Authorized Signature) Date Signed  **Example House (0/26/08)						
Printed Name and Tette of Person Signing	Printed Name and Title of Person Signing						
Q Venu Chard; Managing Partner	LAURIE HOING, PATT						
Address (X) 18 Computer De W, # 103, ALBANY, NY-12205	1305 WALNUT, LEVELA, OSM, JA						
	PR-C <sub>th</sub>						

## MA# 005 CTITQ0095



## STATE OF IOWA

EFFECTIVE BEGIN DATE: EXPIRATION DATE:

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# **MASTER AGREEMENT**

Contract Declaration and Execution

0.00000 91829 \$0.000000 \$0.000000

Computer Software Consulting
Computer Software Consulting



# STATE OF IOWA

## **MASTER AGREEMENT**

# EFFECTIVE BEGIN DATE: 05-22-2008 EXPIRATION DATE: 05-21-2013

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# Contract Declaration and Execution

#### **TERMS AND CONDITIONS**

#### **Delivery and Acceptance (cont)**

D. Disposition of Rejected item - The vendor must remove at the vendor's expense any item rejected by the State. If the vendor fails to remove that rejected item, the State may dispose of the item by offering the same for sale, deduct any accrued expense and remit the balance to the vendor.

E. Testing After Delivery - Laboratory analysis of an item or other means of testing may be required after delivery. In such cases, vendors will be notified in writing that a special test is being made and that payment will be withheld until completion of the testing process.

#### **Delivery and Acceptance**

When an award has been made to a vendor and the purchase order issued, deliveries are to be made in the following manner.

- A. Deliveries All deliveries are to be made only to the point specified on the purchase order. If delivery is made to any other point, it shall be the responsibility of the vendor to promptly reship to the correct location. Failure to deliver procured goods on time may result in cancellation of an order or termination of a contract at the option of the State.
- B. Delivery Charges All delivery charges should be to the account of the vendor whenever possible. If not, all delivery charges should be prepaid by vendor and added to the invoice.
- C. Notice of Rejection The nature of any rejections of a shipment, based on apparent deficiencies disclosed by ordinary methods of inspection, will be given by the receiving agency to the vendor and carrier within a reasonable time after delivery of the item, with a copy of this notice to the General Services Enterprise Purchasing. Notice of latent deficiencies which would make items unsatisfactory for the purpose intended may be given by the State of lowa at any time after acceptance.

#### **Termination-Non-Appropriation**

Notwithstanding any other provision of this contract, if funds anticipated for the continued fulfillment of this contract are at any time not forthcoming or insufficient, either through the failure of the State to appropriate funds, discontinuance or material alteration of the program for which funds were provided, then the State shall have the right to terminate this contract without penalty by giving not less than thirty (30) days written notice documenting the lack of funding, discontinuance or program alteration.

#### **Vendor's Property**

Notwithstanding provisions of "works made for hire", the vendor shall own all of its pre-existing methods, techniques, and processes, including software and documentation, that it brings to this engagement and shall own all enhancements to these methods, techniques and processes, including software and documentation, that are developed during the course of this engagement ("Vendor's Property") and (b) the vendor shall have the right to retain copies of all materials referred to in "works made for hire" in its files evidencing its services for the Information Technology Enterprise. The vendor agrees to grant the State/ITE a royalty-free, nonexclusive, nontransferable license to use, duplicate and disclose the Vendor's Property for the purposes contemplated by this Agreement.

#### **Works Made for Hire**

All information, reports, studies, flow charts, diagrams, and other tangible and intangible material of any nature, whatsoever, produced by the vendor for delivery to the State during the course of this engagement and all copies of any of the foregoing shall be the sole and exclusive property of the State, and all such material and all copies shall be deemed "works made for hire" of which the State shall be deemed the author.

To the extent that the materials are not deemed "works made for hire", the vendor hereby irrevocably grants, assigns, transfers, and sets over to the State all legal and equitable right, title, and interest of any kind, nature or description in and to the materials and the vendor shall be entitled to make absolutely no use of any of the materials except as may be expressly permitted in this Agreement.

#### Confidentiality

Each party may have access to confidential information of the other party to the extent necessary to carry out their responsibilities under the Agreement and Software License Agreement. Such confidential information shall, at all times, remain the property of the party disclosing the confidential information. Each party shall preserve the confidentiality of the confidential information disclosed or furnished by the other party, and shall maintain procedures for safeguarding such confidential information. Each party shall accept responsibility for providing adequate supervision and training to its agents, employees and any approved contractors and subcontractors to ensure compliance with the terms of this Agreement.

#### Miscellaneous

The terms and provisions of this contract shall be construed in accordance with the laws of the State of Iowa. Any and all litigation or actions commenced in connection with this contract shall be brought in Des Moines, Iowa, in Polk County District Court for the State of Iowa. If however, jurisdiction is not proper in Polk County District Court, the action shall only be brought in the United States District Court for the Southern District or Iowa, Central Division, providing that jurisdiction is proper in that forum. This provision shall not be construed as waiving any immunity to suit or liability, which may be available to the State of Iowa.

If any provision of this contract is held to be invalid or unenforceable, the remainder shall be valid and enforceable.

#### **Performance Monitoring**

For all service contracts, the requirements of Iowa Code sections 8.47 shall be incorporated into final terms and conditions of the contract.

#### **Public Records**

The laws of the State of lowa require procurement records to be made public unless exempted by the Code of lowa.

#### **Independent Contractor**

The vendor is an independent contractor performing services for the State of Iowa, and as such shall not hold itself out as an employee or agent of the State.

#### **Hazardous Material**



### STATE OF IOWA

# **MASTER AGREEMENT**

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#### Contract Declaration and Execution

All packaging, transportation, and handling of hazardous materials shall be in accordance with applicable federal and state regulations including, but not limited to, the Material Safety Data Sheet provision of O.S.H.A. Hazard Communication Standard 29CFR 1910.1200, and Iowa Administrative Code, Chapter 567.

#### **Records Retention**

The vendor shall maintain books, records, and documents which sufficiently and properly document and calculate all charges billed to the State of lowa throughout the term of this Agreement for a period of at least five (5) years following the date of final payment or completion of any required audit, whichever is later. The vendor shall at, no charge, permit the Auditor of the State of lowa, or any authorized representative of the State (or where federal funds are involved, the Comptroller General of the United States or any other authorized representative of the United States government) to access and examine, audit, excerpt and transcribe any directly pertinent books, documents, papers, electronic or optically stored and created records, or other records of the vendor relating to orders, invoices, or payments documentation or materials pertaining to this Agreement.

#### **Taxes**

The State of Iowa is exempt from the payment of Iowa sales tax, motor vehicle fuel tax and any other Iowa tax that may be applied to a specified commodity and/or service. Contractors performing construction activities are required to pay state sales tax on the cost of materials. The Iowa Department of Revenue exemption letter will be furnished to a vendor upon request.

#### **Anti-Trust Assignment**

For good cause and as consideration for executing this purchase order, the vendor, through its duly authorized agent, conveys, sells, assigns, and transfers to the State of Iowa all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States and the State of Iowa, relating to the particular goods or services purchased or acquired by the State of Iowa pursuant to the using State of Iowa agency.

#### Warranty

The vendor expressly warrants that all goods supplied shall be merchantable in accordance with the Uniform Commercial Code, Section 2-314 and the lowa Code, Section 554.2314.

#### Assignment

Vendors may not assign contracts or purchase orders to any party (including financial institutions) without written permission of the General Services Enterprise - Purchasing.

#### Nondiscrimination

The vendor is subject to and must comply with all federal and state requirements concerning fair employment and will not discriminate between or among them by reason of race, color, religion, sex, national origin or physical handicap.

#### **Immunity of State/Fed Agencies**

The vendor shall defend and hold harmless the State and Federal funding source for the State of Iowa from liability arising from the vendor's performance of this contract and the vendor's activities with subcontracted and all other third parties.

#### Indemnification

To the extent that goods are not manufactured in accordance with the State's design, the vendor shall defend, indemnify and hold harmless the State of Iowa, the State's assignees, and other users of the goods from and against any claim of infringement of any Letter Patent, Trade Names, Trademark, Copyright or Trade Secrets by reason of sale or use of any articles purchased hereunder. The State shall promptly notify the vendor of any such claim.

#### **Title to Goods**

The vendor warrants that the goods purchased hereunder are free from all liens, claims or encumbrances.

#### **Subcontractors**

The successful vendor shall be responsible for all acts and performance of any subcontractor or secondary supplier that the successful vendor may engage for the completion of any contract with the State. A delay that results from a subcontractor's conduct, negligence or failure to perform shall not exempt the vendor from default remedies. The successful vendor shall be responsible for payment to all subcontractors and all other third parties.

#### **Force Majeure**

Force majeure includes acts of God, war, civil disturbance and any other causes which are beyond the control and anticipation of the party affected and which, by the exercise of reasonable diligence, the party was unable to anticipate or prevent. These provisions of force majeure also apply to subcontractors or suppliers of the Vendor. Force majeure does not include financial difficulties of the Vendor or any associated company of the Vendor, or claims or court orders that restrict the Vendor's ability to deliver the goods or services contemplated by this Agreement. Neither the Vendor nor the State shall be liable to the other for any delay or failure of performance of this Agreement caused by a force majeure, and not as a result of the fault or negligence of a party.

#### Remedies upon Default

In any case where the vendor has failed to deliver or has delivered non-conforming goods and/or services, the State shall provide a cure notice. The notice to cure shall state the maximum length of time the vendor has to cure. If after the time period stated in the notice to cure has passed, the vendor continues to be in default, the State may procure goods and/or services in substitution from another source and charge the difference between the contracted price and the market price to the defaulting vendor. The State's Attorney General shall be requested to make collection from the defaulting vendor.

#### Incorporation

The Request for Proposal and/or bid documents for this project and the vendor's proposal in response to the RFP or Bid together with any clarifications, attachments, appendices, or amendments of the State or the Vendor are incorporated into this Contract by reference as if fully

# MA# 005 CTITQ0095



STATE OF IOWA

# **MASTER AGREEMENT**

Contract Declaration and Execution

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set forth in this Contract. **N60**NET 60 DAYS



18 Computer Drive West, Suite # 103, Albany, New York - 12205

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Navigator Technologies, LLC

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18 Computer Drive West, Suite # 103, Albany, New York - 12205

#### **COVER LETTER**

November 15, 2007

Ashley Super, Purchasing Agent III Iowa Department of General Services Hoover State Office Building – Level A Des Moines, IA 50319-0105

Re: ITQ BD80200S102 Version 1.0

Enclosed you will find the entire response of Navigator Technologies to the above referenced bid.

I believe we have fully complied with the State's requirements in submitting this response along with amendment two.

Please let us know if we missed anything.

Sincerely,

Venu Chad

Managing Member, Navigator Technologies.

Navigator Technologies, LLC

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#### ITQ EXHIBIT A

#### NON-COLLUSION AFFIDAVIT

I, the undersigned, am the person responsible for the preparation of and cost data contained in this response submitted to the STATE in response to this ITQ and certify that:

Cost data has been arrived at independently and without consultation with any other party.

No information regarding this response content has been disclosed to any other party that may be or may potentially be responding to the ITQ with a response.

No attempt has been made to induce or to refrain any other party in responding to this ITQ or to influence the content of their response.

This response and subsequent proposal(s) submitted by my firm to RFPs referring to this ITQ is made / will be made in good faith and not pursuant to any discussions / agreement with any other party.

My firm and its affiliates, subsidiaries, officers, directors and employees are not currently

•	any act prohibited by federal law involving ing on public ITQ and related POs, except as
	affidavit is and shall be treated as fraudulent facts relating to the response submission for
Name: Venu Chad,	Position : Managing Member
SIGNITURE:	Date : <u>11/15/2007</u>
Representing COMPANY NAME: Navigator	Technologies LLC
SWORN TO AND SUBSCRIBED BEFO	RE ME THIS DAY OF 20
NOTARY PUBLIC	My commission expires:

**Phone:** (518) 368-1642 / Alt Ph: 484 885 7673 Fax: (518) 602-9800

Navigator Technologies, LLC

#### ITQ EXHIBIT B

# LOBBYING CERTIFICATION FORM FOR ITQ AND RELATED POSS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of her or his knowledge and belief, that

No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with the awarding of any federal contract or agreement, or the making of any federal grant, loan, or co-operative agreement.

If any funds other than federal appropriated funds have been paid to any person for influencing or attempting to influence the making of federal contracts or federal grants, loans, co-operative agreements, the undersigned will submit full disclosure of lobbying activities showing all details and supporting documents.

The undersigned will require any or all subcontractors to submit a separate lobbying certification and disclosure accordingly.

SIGNATURE:	TITLE: Managing Member
COMPNY NAME: Navigator Technologies LLC	DATE: 11/15/2007

Navigator Technologies, LLC

On web: <u>www.navigatorcorp.net</u>

Phone: (518) 368-1642 / Alt Ph: 484 885 7673 Fax: (518) 602-9800

#### ITQ EXHIBIT C --- MANDATORY AGREEMENT QUESTIONNAIRE

This section consists of a series of questions that must be answered to the affirmative prior to proceeding with development of your response. It confirms your understanding of and agreement to our requirements for submitting a response. Negative responses will disqualify you. Please insert a copy of your answers inside each of your responses.

out	an or your respondes.	
1.	Do you agree that the contents of your proposal(s) will become part of any resulting ITQ and related POs and can not be held confidential?	YESX NO
2.	Do you agree to submit one original of your proposal, together with two (2) copies and a electronic soft copy on diskette?	YESX NO
3.	Will you include at least three (3) client references and agree you must attain acceptable scores from references for each service category you are attempting to qualify for?	YESX NO
4.	Do you agree that you must maintain an acceptable rating by each agency you do work for in order to remain pre-qualified for each service category?	YESX NO
5.	Do you agree to abide by agency specific requirements as outlined in section 1-25?	YESX NO
6.	Do you agree that your response will remain valid for at least 120 business days and duration of ITQ and related POs?	YESX NO
7.	Are you a TSB or do you currently have or have had a contracting role in three (3) projects for each of the categories you are attempting to qualify for?	YESX NO
8.	Do you agree that if the STATE finds any part of your response to be false, you will be placed on temporary suspension from doing business with the STATE?	YESX NO
9.	Do you accept the requirements stated in sections 1-19 and 1-21?	YESX NO
10.	Will you provide all documents of proof of insurance as required by this ITQ and any related POs?	YESX NO
11.	Are you aware that the STATE will conduct any and all background checks it deems necessary?	YESX NO

Navigator Technologies, LLC

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# ITQ EXHIBIT F - **REQUIRED SIGNATURE PAGE** (submit two signed originals in your response)

I / we as undersigned agree to the terms and conditions of the aforementioned ITQ #BD80200S102 and if our response is accepted, to furnish any and all services upon which cost data has been submitted. Any material misstatement in our response shall be treated as fraudulent concealment from the STATE of the facts relating to this ITQ. Name of Entity / Person Submitting Proposal: Navigator Technologies / Venu Chad Mailing address: 18 Computer Drive West, Suite # 103, Albany, NY - 12205 Phone: 518-368-1642 Fax: 518-602-9800 Email: venuchad@navigatorcorp.net ☐ If Individual: SIGNATURE: \_\_\_\_\_\_Date: \_\_\_\_\_ Social Security Number: \_\_\_\_\_ -type ☐ If Partnership: Names written: Social Security Numbers: \_\_\_\_\_/\_\_\_\_ SIGNATURES of PARTNERS: \_\_\_\_\_\_Date: \_\_\_\_\_ Date: \_\_\_\_\_ ☐ If Corporation: Corp ID# 134255300 State: DE SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_ Name and Title -type written: Venu Chad / Managing Member I / we consent to service of process by certified or register mail addressed to our designated legal agent as required by Part 2-13-i of the Terms and Conditions of the ITQ. I / we appoint \_\_\_\_\_ at \_\_\_\_\_ as our agent to receive service of process. WITNESS SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_ The STATE of lowa, acting through the undersigned officer(s), hereby accepts the foregoing response to the ITQ and pre-approves the SP named for agency requests for proposals using this agreement. This acceptance and the SP's response for the above referenced ITQ and related POs, including the terms and conditions of the ITQ constitute a binding contract between the STATE and the SP. CT \_\_\_\_\_ Vendor ID# \_\_\_\_ CONDITIONAL TSB Evaluation Committee Chairperson \_\_\_\_\_\_Date: \_\_\_\_\_ DGS Purchasing Div. Administrator: \_\_\_\_\_\_ Date: \_\_\_\_ Purchasing Agent / Issuing Officer: \_\_\_\_\_\_ Date: \_\_\_\_\_

Navigator Technologies, LLC

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18 Computer Drive West, Suite # 103, Albany, New York - 12205

## **Executive Summary**

Dated: 15<sup>th</sup> November 2007

Navigator Technologies, LLC is pleased to provide with our responses to the ITQ BD80200S102 Version 1.0.

Navigator has been providing excellent IT resources since June 2003 and has been providing services to various State Agencies and Corporate clients across the US and has office in United Kingdom.

Navigator Technologies understands the requirements of the ITQ and agrees to comply with all the requirements set forth.

#### Recruitment and Deployment Strategy:

Navigator Technologies LLC has developed trustworthy business relationships with numerous computer consulting companies and individual computer consultants. These relationships provide us with access to thousands of high quality computer consulting resources with every combination of skill sets. These relationships also provide us with national and international reach. We constantly seek resumes of candidates who would be excellent matches for our clients, and retain these resumes forever in our computerized resume bank. We can easily search the resume bank by keyword, skill set, topic, industry, or application. We can bring the finest consultants from every corner of the world for your projects.

#### MISSION

NAVIGATOR's mission is to deliver advanced products and services using leading technology and to provide you a rapid return on your investment.

#### OURMARKET

Navigator designs scalable solutions for organizations ranging from customer care departments to multi-site Global 1000 corporations. Navigator Technologies is an IT

Navigator Technologies, LLC

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consulting company provides software and Internet solutions to small companies to leading multinational companies.

Our work includes: consulting, custom software, Internet development, sale and support of our own software products, and consulting support. The company is dedicated to delivery of high quality solutions, by continuous training staff in the latest technologies and techniques.

#### REGISTERED/RELATIONSHIPS

Navigator Technologies has Global presence.

We are also registered and providing services in the states of New York, Pennsylvania, Delaware, California, Ohio, Texas, Florida, Connecticut, Georgia, Illinois, Nebraska, Missouri, North Dakota, Idaho, and Alaska.

We have business relationships and partnerships ranging from very small to large firms.

#### IT STAFFING SERVICES

Contract Staffing – Navigator recruits and places its own full-time employees, hires a contractor, or sub-contracts a software professional and assigns them to the client site on a project-to-project basis. Our searches rely upon local, regional, nation-wide and international resources. To retain the staff we offer competitive benefits, encourage management ownership, promote work/life balance programs, support technical currency and continuous learning. Although we value education and ethnicity, we still believe in rewarding employees based on their performance.

#### PROJECT CONSULTING SERVICES

Navigator recruits & hires a whole project team to perform services either on-site or offshore on a charge by hour, fixed price or time and material basis.

Application development - Navigator provides application development in many areas including client-server, database, mainframes, ERP, GUI and system level software. We stay with an application development project from its start, with user requirement analysis, through the implementation and testing phases of the life cycles. We have provided staff with in one week time frame in the past and will continue to do so in future. We have been providing our services to the NY state agencies of OSC, OMRDD, OTDA, OCFS, DOL, DOH and other corporate clients.



18 Computer Drive West, Suite # 103, Albany, New York - 12205

# ITQ Category: Strategy / Vision / Consulting

#### PROFESSIONAL / TECHNICAL PERSONNEL QUESTIONNAIRE

1. How do you intend to provide the resources required by this ITQ?

#### Answer)

Navigator Technologies ("NAVIGATOR") is a well-established Information Technology Consulting Company with a proven history of successful results especially with State of New York Departments and bidding to other State government Projects. We have a very diverse staff that encompasses a wide variety of skill sets.

NAVIGATOR has analyzed the ITQ skill categories and compared them to our proposed staff's skills and experience. We have identified the key resumes to satisfy or exceed the State's requirement qualifications.

NAVIGATOR has a large resource pool (a pool of pre-screened and pre-qualified candidates and marketing strategies) that significantly benefits the State and assures the availability of resources.

Our service is wholeheartedly dedicated to ensure that our tutors, recruiters and support staff continue with their own personal and professional development. Many of our staff use a computer for everyday tasks and our organization was keen to have those skills recognized via a worthwhile qualification.

2. Identify the SP contract administrator and describe the functions that person will perform.

#### Answer)

Mr. Venu Chad, Accounts Manager, coordinates with client's managers to make certain we complete every contract or project with the State successfully. He does this primarily through routine meetings, e-mails, phone calls with the State project managers and project sponsors. He also tracks project team progress closely to identify and eliminate obstacles.

NAVIGATOR organizational structure ensures top management visibility over the contract activities as well as full corporate support in today's world. The proposed Program Manager, Mr. Sree Chad, has not only the responsibility, but the full authority, to run the contract. He interacts with the State on a contract or project or program level to facilitate advanced planning, resource availability, quality assurance, and contract compliance. He is continuously assessing the level of client satisfaction with the quality and timeliness of our Task Assignment efforts through face-to-face meetings, phone calls, e-mails, and participation in status and project reviews.

3. Describe how you plan on providing additional personnel if it becomes necessary to properly staff projects.

NAVIGATOR has developed airtight candidate-screening procedures and interview questions to ensure that new recruits are a perfect fit. Finding the best possible people who can fit within your culture and contribute within your organization is a challenge and an opportunity. Keeping the best people, once you find them, is easy if you do the right things right. These specific actions will help you with recruiting and retaining all the talent you need.

Experience has proven that recruiting is more effective when done on a continual basis and not done only to fill an immediate void. Sourcing for qualified candidates is the principal task of a recruiting program. NAVIGATOR is confident in its ability to recruit fully qualified individuals.

Below are the details:

<u>Referrals:</u> NAVIGATOR has an established award program for referrals. Employees are paid a bonus of \$1,000 for a qualified referral that is subsequently hired.

<u>Newspapers & Web-sites Advertisement</u>: Advertisements placed routinely on a local and regional basis have proven to be a valuable source. It is also effective for recruiting employees who experience a resonance with what you state on web site.

<u>Job Fairs:</u> NAVIGATOR participates in periodic IT job fairs to attract potentially qualified personnel and our staff will promote the State's contract to attract candidates at these job fairs.

<u>Pay Better Than Your Competition:</u> Yes, you do get what you pay for in the job market. We Survey the local job market and take a hard look at the compensation people in your industry attract. You want to pay better than average to attract and keep the best candidates. Seems obvious, doesn't it?

4. Describe your company's ability to uniquely address problems and issues related to the service category.

#### Answer)

NAVIGATOR is an IT Company that is aware of their reputation within a small market and the impacts that may occur, allowing issues to get out of control damaging that reputation.

Our strategy is to achieve customer and revenue growth whilst delivering high quality, value for money and safe services to our customers. We achieve this through organic growth as well as acquisition whilst capitalizing on privatization opportunities and strategic planning.

Our long range focuses on ROI (Return on Investment), long lasting partnerships with its customers/clients emphasize performance over the long haul, avoiding the short-sighted, and project pit falls that often outbreak the rapid growing IT industry. Our main focus and goal is towards customers ROI by look-up of the day-to-day tasks & goals.

NAVIGATOR has highly skilled, experienced consultants on staff with a proven track record in this service category. From MBAs with comprehensive strategic planning experience to entrepreneur's with creative opportunity-discovering experience, we can help you create and develop strategic plans with our facilitation skills. We can help you accomplish your strategic plans with evaluations and recommendations for detailed technical courses of action. The

strength of this team, coupled with the client-focused values we bring to every assignment, allows our firm to compete with global consulting firms.

5. Describe your company's practices in adopting client policies and methods.

#### Answer)

NAVIGATOR is very proactive in making sure our consultants become familiar and use our client's policies, procedures and processes. When the opportunity presents itself to help our clients determine these issues, we provide advice and information to the client to help them decide what suits their needs best.

Additionally, a large part of strategy focuses on external forces and the role they play in driving organizations to change. We start out adapting to the clients policies and methods. We also build on the client's methods with our own methods and experience when value can be added that contributes directly to the success of a project.

For the following questions indicate in each area the extent of knowledge and training your company would be able to offer and whether your company would be able to provide performance with or without guidance, or could teach others.

- 6. List each type / brand of operating system/ communication system you are experienced with in each category below and make comments.
  - a) Mainframes:
  - b) Midrange / Minicomputer:
  - c) Client / Server / Distributed Systems:
  - d) Desktop:
  - e) LAN:
  - f) Languages and DBMS:

#### Answer)

Below chart indicates our overall levels of expertise and experience. We have significant experience with virtually every popular operating system (including IBM's mainframe offerings, SAP & UNIX, as well as all the Windows operating systems)

		Knowledge	Training	With guidance	Without guidance	Teach others	SKILLS
a.	Mainframes:	Extensive	Extensive	Yes	Yes	Yes	Mainframes
b.	Midrange / Minicomputer:	Extensive	Extensive	Yes	Yes	Yes	
C.	Client / Server / Distributed Systems:	Extensive	Extensive	Yes	Yes	Yes	Unix, NT/ 2000, Novell, Solaris
d.	Desktop:	Extensive	Extensive	Yes	Yes	Yes	NT/2000, Unix, Solaris
e.	LAN:	Extensive	Extensive	Yes	Yes	Yes	Microsoft NT/2000 Server
f.	Languages and DBMS:	Extensive	Extensive	Yes	Yes	Yes	J2EE, Java, ASP,

Visual Basic, .NET,C, C++, Microsoft SQL &
Oracle & others

- 7. Describe your products / experience with Databases.
  - a) Administration:
  - b) Application Development tools:
  - c) End user tools:
  - d) Structure and methodologies:
  - e) Other

Below chart indicates our overall levels of expertise and experience. We have significant experience with virtually every popular database (including IBM DB2, Microsoft SQL Server, Oracle DBS, SAP, Microsoft Access, Oracle, Sybase, etc.). More specific information on a particular technology can be provided as needed.

	Knowledge	Training	With guidance	Without guidance	Teach others
a. Administration:	Extensive	Extensive	Yes	Yes	Yes
b. Application Development tools:	Extensive	Extensive	Yes	Yes	Yes
c. End user tools:	Extensive	Extensive	Yes	Yes	Yes
d. Structure and methodologies:	Extensive	Extensive	Yes	Yes	Yes
e. Other	Extensive	Extensive	Yes	Yes	Yes
f. Administration:	Extensive	Extensive	Yes	Yes	Yes

8. What general software applications have you experience in?

#### Answer)

We have significant experience with virtually every popular software application for personal productivity (including data modeling packages like office suites – Microsoft Office, project planning packages like Microsoft Project, and many others).

	Knowledge	Training	With guidance	Without guidance	Teach others
a. Client Server Technologies & Mainframes	Extensive	Extensive	Yes	Yes	Yes
b. Peoplesoft	Extensive	Extensive	Yes	Yes	Yes
c. SAP	Extensive	Extensive	Yes	Yes	Yes
d. JetForm / HTML	Extensive	Extensive	Yes	Yes	Yes
e. Quality Assurance	Moderate	Extensive	Yes	Yes	Yes
f. Business Objects	Moderate	Extensive	Yes	Yes	Yes

- 9. Please describe any experience and deployed solutions in each of the following specific technologies below.
  - a) Help desk solutions / technologies
  - b) Data development
  - c) Data analysis
  - d) Data modeling
  - e) Facilitating and consulting
  - f) Photogrametery and remote sensing
  - g) Data collection and clean up mapping
  - h) GIS / ESRI Software / Mapinfo
  - i) Electronic Commerce / EDI
  - j) Document management
  - k) Telecommunications wide area network
  - I) Biometrics
  - m) Wireless networking
  - n) IT staffing
  - o) Graphic / web design
  - p) Other

Below chart indicates our overall experience. More specific information on a particular technology can be provided as needed.

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
a. Help desk solutions / technologies	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR works with Remedy Software, develop custom help desk applications

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
b. Data development	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have defined, designed & developed for various data schemas and layouts for relational applications utilizing various technologies including XML, RDBMS, SQL`s for our clients. We have also deployed data marts, warehouses, web repositories and central data storage.
c. Data analysis	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have analyzed requirements for clients on relational data structures and worked on HIPAA & SAP projects.
d. Data modeling	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have designed Object Oriented data structures, various relational models.
e. Facilitating and consulting	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have excellent leadership skills along with a desire to deliver the highest quality of service to the client.
f. Photogrametery and remote sensing	N/A	N/A	N/A	N/A	N/A	N/A
g. Data collection and clean up mapping	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR provides IT staff augmentation for solutions pertaining with the above technologies.
h. GIS / ESRI Software / Mapinfo	N/A	N/A	N/A	N/A	N/A	N/A

		Knowledge	Training	With guidance	Without guidance	Teach others	Description
i.	Electronic Commerce / EDI	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants provide solutions to web- based or desktop based e-commerce projects & also EDI & HIPAA transformation projects.
j.	Document management	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR has recommended the document management solutions to their clients.
k.	Telecommunications wide area network	N/A	N/A	N/A	N/A	N/A	N/A
I.	Biometrics	N/A	N/A	N/A	N/A	N/A	N/A
m.	Wireless networking	N/A	N/A	N/A	N/A	N/A	N/A
n.	IT staffing	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR currently supports various "IT Staffing" contracts/consultants with agencies such as State of New York, State of DE, Texas Government and other State Government Departments. IT staffing is a core competency of NAVIGATOR. We have been extremely successful in crafting and providing the appropriate IT resources, with the right skills, and with a flexible employment package at competitive prices for our clients.

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
o. Graphic / web design	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have created web front ends utilizing various tools such as ASP, .NET, HTML, J2EE, JSP, Front Page, Dream weaver, Adobe Illustrator, Macromedia's Flash, etc.
p. Other						

#### ITQ EXHIBIT E -- COST DATA SHEET FORMAT

#### COST DATA SHEET for ITQ Number BD80200S102 Revision \_\_\_\_\_\_1.0

FOR SERVICE CATEGORY: <u>Strategy / Vision / Consulting</u>

COMPANY NAME: Navigator Technologies LLC date 11/15/2007

DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Architect - Brings the ability to put together a "big picture" of a technical solution.	\$120.00
Subject Matter Expert - Brings a deep expertise in a specific technology or business area.	\$110.00
Business Consultant/Analyst - Brings the ability to analyze and recommend business process improvements and re-engineering.	\$100.00
*NOTE: The rate quoted above is not necessarily an average rate but is intended to reflect a not to exceed amount for the rarest and hardest to find skill set. Actual rates may be much lower and will depend on client's requirements.  Also we'll offer services for both project development and hourly staff augmentation.	

Note: The SP may be able to have additional line items added at a later date to this ITQ, IF it is in the same service category as originally qualified for under the ITQ, and If such a request is approved by the STATE. In such case, an addendum will be issued by the STATE.

Submit additional sheets as necessary. RATE PER HOUR is to be in US dollars and is firm for the duration of ITQ, except that changes to the rates per hour may be made upon approval by the STATE once every 12 months from date of the ITQ execution and no change will be allowed over 5% for each line item without justification. In such case, an addendum will be issued by the STATE.

#### **REFERENCE SURVEY FORMS: Information**

#### **REFERENCE SURVEY FORM - section one**

( to be completed by SP providing proposal)

SP Name: Navigator Technologies

Referring Client Name: Conch Technologies (NYS Office of Children and Family Services)

ITQ Service category: Strategy/Vision/Consulting/Project Management;

**Implementation** 

Give name and description of the project you want client to provide the STATE of Iowa a performance rating on per section two.

# Connections 42 (SSPS Phase II):

Project Description: SSPS Phase II will provide reimbursement editing of foster care and preventative services payments made to voluntary agencies by incorporating rate tables and other data review capabilities: develop an accounts receivable functionality, and for SACWIS (Statewide Automated Child Welfare Information System) compliance. SSPS will become the fiscal component to CONNECTIONS.

New software will be developed to perform the following functions: accounts receivable, contract management, auto billing by voluntary agencies.

Start date of project: <u>03-25-2004</u> End date: <u>03-24-2008</u>

Give brief description of Project Scope:

This Business Analyst positions are needed to assist OCFS IT and Program staff in the preparation of the logical and technical design and the development of the software addressing current system improvements and the development of the Financial Management modules supporting the CONNECTIONS project. Specifically, these individuals will work with OCFS project staff in conducting and documenting Joint Application Development work sessions, developing appropriate system documentation, developing application software and facilitating the knowledge transfer between the technical IT staff and the Program staff responsible for testing, training, and implementation.

Experience with case flows, procedures, implementation plans. Change Management planning and implementation change, including experience in completing self-assessments and developing implementation action plans. Experience examining the methods and processes of the business flow within a diverse public or private service delivery organization.



18 Computer Drive West, Suite # 103, Albany, New York - 12205

# ITQ Category : Design/Planning

## PROFESSIONAL / TECHNICAL PERSONNEL QUESTIONNAIRE

1. How do you intend to provide the resources required by this ITQ?

#### Answer)

Navigator Technologies ("NAVIGATOR") is a well-established Information Technology Consulting Company with a proven history of successful results especially with State of New York Departments and bidding to other State government Projects. We have a very diverse staff that encompasses a wide variety of skill sets.

NAVIGATOR has analyzed the ITQ skill categories and compared them to our proposed staff's skills and experience. We have identified the key resumes to satisfy or exceed the State's requirement qualifications.

NAVIGATOR has a large resource pool (a pool of pre-screened and pre-qualified candidates and marketing strategies) that significantly benefits the State and assures the availability of resources.

Our service is wholeheartedly dedicated to ensure that our tutors, recruiters and support staff continue with their own personal and professional development. Many of our staff use a computer for everyday tasks and our organization was keen to have those skills recognized via a worthwhile qualification.

2. Identify the SP contract administrator and describe the functions that person will perform.

#### Answer)

Mr. Venu Chad, Accounts Manager, coordinates with client's managers to make certain we complete every contract or project with the State successfully. He does this primarily through routine meetings, e-mails, phone calls with the State project managers and project sponsors. He also tracks project team progress closely to identify and eliminate obstacles.

NAVIGATOR organizational structure ensures top management visibility over the contract activities as well as full corporate support in today's world. The proposed Program Manager, Mr. Sree Chad, has not only the responsibility, but the full authority, to run the contract. He interacts with the State on a contract or project or program level to facilitate advanced planning, resource availability, quality assurance, and contract compliance. He is continuously assessing the level of client satisfaction with the quality and timeliness of our Task Assignment efforts through face-to-face meetings, phone calls, e-mails, and participation in status and project reviews.

3. Describe how you plan on providing additional personnel if it becomes necessary to properly staff projects.

NAVIGATOR has developed airtight candidate-screening procedures and interview questions to ensure that new recruits are a perfect fit. Finding the best possible people who can fit within your culture and contribute within your organization is a challenge and an opportunity. Keeping the best people, once you find them, is easy if you do the right things right. These specific actions will help you with recruiting and retaining all the talent you need.

Experience has proven that recruiting is more effective when done on a continual basis and not done only to fill an immediate void. Sourcing for qualified candidates is the principal task of a recruiting program. NAVIGATOR is confident in its ability to recruit fully qualified individuals

Below are the details:

<u>Referrals:</u> NAVIGATOR has an established award program for referrals. Employees are paid a bonus of \$1,000 for a qualified referral that is subsequently hired.

<u>Newspapers & Web-sites Advertisement</u>: Advertisements placed routinely on a local and regional basis have proven to be a valuable source. It is also effective for recruiting employees who experience a resonance with what you state on web site.

<u>Job Fairs:</u> NAVIGATOR participates in periodic IT job fairs to attract potentially qualified personnel and our staff will promote the State's contract to attract candidates at these job fairs.

<u>Pay Better Than Your Competition:</u> Yes, you do get what you pay for in the job market. We Survey the local job market and take a hard look at the compensation people in your industry attract. You want to pay better than average to attract and keep the best candidates. Seems obvious, doesn't it?

4. Describe your company's ability to uniquely address problems and issues related to the service category.

#### Answer)

NAVIGATOR is an IT Company that is aware of their reputation within a small market and the impacts that may occur, allowing issues to get out of control damaging that reputation.

Our strategy is to achieve customer and revenue growth whilst delivering high quality, value for money and safe services to our customers. We achieve this through organic growth as well as acquisition whilst capitalizing on privatization opportunities and strategic planning.

Our long range focuses on ROI (Return on Investment), long lasting partnerships with its customers/clients emphasize performance over the long haul, avoiding the short-sighted, and project pit falls that often outbreak the rapid growing IT industry. Our main focus and goal is towards customers ROI by look-up of the day-to-day tasks & goals.

NAVIGATOR has highly skilled, experienced consultants on staff with a proven track record in this service category. From MBAs with comprehensive strategic planning experience to entrepreneur's with creative opportunity-discovering experience, we can help you create and develop strategic plans with our facilitation skills. We can help you accomplish your strategic plans with evaluations and recommendations for detailed technical courses of action. The

strength of this team, coupled with the client-focused values we bring to every assignment, allows our firm to compete with global consulting firms.

5. Describe your company's practices in adopting client policies and methods.

#### Answer)

NAVIGATOR is very proactive in making sure our consultants become familiar and use our client's policies, procedures and processes. When the opportunity presents itself to help our clients determine these issues, we provide advice and information to the client to help them decide what suits their needs best.

Additionally, a large part of strategy focuses on external forces and the role they play in driving organizations to change. We start out adapting to the clients policies and methods. We also build on the client's methods with our own methods and experience when value can be added that contributes directly to the success of a project.

For the following questions indicate in each area the extent of knowledge and training your company would be able to offer and whether your company would be able to provide performance with or without guidance, or could teach others.

- 6. List each type / brand of operating system/ communication system you are experienced with in each category below and make comments.
  - a) Mainframes:
  - b) Midrange / Minicomputer:
  - c) Client / Server / Distributed Systems:
  - d) Desktop:
  - e) LAN:
  - f) Languages and DBMS:

#### Answer)

Below chart indicates our overall levels of expertise and experience. We have significant experience with virtually every popular operating system (including IBM's mainframe offerings, SAP & UNIX, as well as all the Windows operating systems)

		Knowledge	Training	With guidance	Without guidance	Teach others	SKILLS
a.	Mainframes:	Extensive	Extensive	Yes	Yes	Yes	Mainframes
b.	Midrange / Minicomputer:	Extensive	Extensive	Yes	Yes	Yes	
C.	Client / Server / Distributed Systems:	Extensive	Extensive	Yes	Yes	Yes	Unix, NT/ 2000, Novell, Solaris
d.	Desktop:	Extensive	Extensive	Yes	Yes	Yes	NT/2000, Unix, Solaris
e.	LAN:	Extensive	Extensive	Yes	Yes	Yes	Microsoft NT/2000 Server
f.	Languages and DBMS:	Extensive	Extensive	Yes	Yes	Yes	J2EE, Java, ASP,

			Visual Basic, .NET,C, C++, Microsoft SQL & Oracle & others
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- 7. Describe your products / experience with Databases.
  - a) Administration:
  - b) Application Development tools:
  - c) End user tools:
  - d) Structure and methodologies:
  - e) Other

Below chart indicates our overall levels of expertise and experience. We have significant experience with virtually every popular database (including IBM DB2, Microsoft SQL Server, Oracle DBS, SAP, Microsoft Access, Oracle, Sybase, etc.). More specific information on a particular technology can be provided as needed.

	Knowledge	Training	With guidance	Without guidance	Teach others
a. Administration:	Extensive	Extensive	Yes	Yes	Yes
b. Application Development tools:	Extensive	Extensive	Yes	Yes	Yes
c. End user tools:	Extensive	Extensive	Yes	Yes	Yes
d. Structure and methodologies:	Extensive	Extensive	Yes	Yes	Yes
e. Other	Extensive	Extensive	Yes	Yes	Yes
f. Administration:	Extensive	Extensive	Yes	Yes	Yes

8. What general software applications have you experience in?

#### Answer)

We have significant experience with virtually every popular software application for personal productivity (including data modeling packages like office suites – Microsoft Office, project planning packages like Microsoft Project, and many others).

	Knowledge	Training	With guidance	Without guidance	Teach others
a. Client Server Technologies & Mainframes	Extensive	Extensive	Yes	Yes	Yes
b. Peoplesoft	Extensive	Extensive	Yes	Yes	Yes
c. SAP	Extensive	Extensive	Yes	Yes	Yes
d. JetForm / HTML	Extensive	Extensive	Yes	Yes	Yes
e. Quality Assurance	Moderate	Extensive	Yes	Yes	Yes
f. Business Objects	Moderate	Extensive	Yes	Yes	Yes

- 9. Please describe any experience and deployed solutions in each of the following specific technologies below.
  - a) Help desk solutions / technologies
  - b) Data development
  - c) Data analysis
  - d) Data modeling
  - e) Facilitating and consulting
  - f) Photogrametery and remote sensing
  - g) Data collection and clean up mapping
  - h) GIS / ESRI Software / Mapinfo
  - i) Electronic Commerce / EDI
  - j) Document management
  - k) Telecommunications wide area network
  - I) Biometrics
  - m) Wireless networking
  - n) IT staffing
  - o) Graphic / web design
  - p) Other

Below chart indicates our overall experience. More specific information on a particular technology can be provided as needed.

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
a. Help desk solutions / technologies	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR works with Remedy Software, develop custom help desk applications

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
b. Data development	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have defined, designed & developed for various data schemas and layouts for relational applications utilizing various technologies including XML, RDBMS, SQL`s for our clients. We have also deployed data marts, warehouses, web repositories and central data storage.
c. Data analysis	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have analyzed requirements for clients on relational data structures and worked on HIPAA & SAP projects.
d. Data modeling	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have designed Object Oriented data structures, various relational models.
e. Facilitating and consulting	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have excellent leadership skills along with a desire to deliver the highest quality of service to the client.
f. Photogrametery and remote sensing	N/A	N/A	N/A	N/A	N/A	N/A
g. Data collection and clean up mapping	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR provides IT staff augmentation for solutions pertaining with the above technologies.
h. GIS / ESRI Software / Mapinfo	N/A	N/A	N/A	N/A	N/A	N/A

		Knowledge	Training	With guidance	Without guidance	Teach others	Description
i.	Electronic Commerce / EDI	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants provide solutions to web- based or desktop based e-commerce projects & also EDI & HIPAA transformation projects.
j.	Document management	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR has recommended the document management solutions to their clients.
k.	Telecommunications wide area network	N/A	N/A	N/A	N/A	N/A	N/A
I.	Biometrics	N/A	N/A	N/A	N/A	N/A	N/A
m.	Wireless networking	N/A	N/A	N/A	N/A	N/A	N/A
n.	IT staffing	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR currently supports various "IT Staffing" contracts/consultants with agencies such as State of New York, State of DE, Texas Government and other State Government Departments. IT staffing is a core competency of NAVIGATOR. We have been extremely successful in crafting and providing the appropriate IT resources, with the right skills, and with a flexible employment package at competitive prices for our clients.

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
o. Graphic / web design	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have created web front ends utilizing various tools such as ASP, .NET, HTML, J2EE, JSP, Front Page, Dream weaver, Adobe Illustrator, Macromedia's Flash, etc.
p. Other						

#### ITQ EXHIBIT E -- COST DATA SHEET FORMAT

# COST DATA SHEET for ITQ Number <u>BD80200S102</u> Revision \_\_\_\_\_\_1.0

FOR SERVICE CATEGORY: <u>Design/Planning</u>

COMPANY NAME: Navigator Technologies LLC date 11/15/2007

DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Architect / Technology Lead	\$120.00
*NOTE: The rate quoted above is not necessarily an average rate but is intended to reflect a not to exceed amount for the rarest and hardest to find skill set. Actual rates may be much lower and will depend on client's requirements.  Also we'll offer services for both project development and hourly staff augmentation.	

Note: The SP may be able to have additional line items added at a later date to this ITQ, IF it is in the same service category as originally qualified for under the ITQ, and If such a request is approved by the STATE. In such case, an addendum will be issued by the STATE.

Submit additional sheets as necessary. RATE PER HOUR is to be in US dollars and is firm for the duration of ITQ, except that changes to the rates per hour may be made upon approval by the STATE once every 12 months from date of the ITQ execution and no change will be allowed over 5% for each line item without justification. In such case, an addendum will be issued by the STATE.

#### **REFERENCE SURVEY -- Information**

#### **REFERENCE SURVEY FORM - section one**

( to be completed by SP providing proposal)

SP Name: Navigator Technologies

Referring Client Name: Cardinal Systems (NYS Office of Mental Retardation and Disability

Determination)

ITQ Service category: <u>Design/Planning</u>; <u>Developing</u>; <u>Testing</u>; <u>Implementation</u>

Give name and description of the project you want client to provide the STATE of Iowa a performance rating on per section two.

#### **HIPAA & CSCIC Web Application:**

Consultants are required to augment State Staff in the design, development, enhancement and integration of new and existing secure web-based applications. The consultants will be used to design the screens and develop the new application modules. Consultants are managed by and report to State Staff who are responsible for directing and reviewing their work. The Consultants will also provide knowledge transfer to OMRDD staff as part of their work. In all cases, consultant staff will work on Mission Critical tasks.

Start date of project: <u>12-24-2004</u> End date: <u>06-23-2006</u>

Give brief description of Project Scope:

- 1 .Work on application programming using Oracle RDBMS and PL/SQL.
- 2. Designing relational database structures using Oracle version 8.0 or higher.
- 3. Web programming using JSPs and JAVA and JAVA servlets in an n-tier environment and working in a UNIX environment.
- 4. Development of database model, application programming, test plan development and testing, user documentation and user training.



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# **ITQ Category : Developing**

## PROFESSIONAL / TECHNICAL PERSONNEL QUESTIONNAIRE

1. How do you intend to provide the resources required by this ITQ?

#### Answer)

Navigator Technologies ("NAVIGATOR") is a well-established Information Technology Consulting Company with a proven history of successful results especially with State of New York Departments and bidding to other State government Projects. We have a very diverse staff that encompasses a wide variety of skill sets.

NAVIGATOR has analyzed the ITQ skill categories and compared them to our proposed staff's skills and experience. We have identified the key resumes to satisfy or exceed the State's requirement qualifications.

NAVIGATOR has a large resource pool (a pool of pre-screened and pre-qualified candidates and marketing strategies) that significantly benefits the State and assures the availability of resources.

Our service is wholeheartedly dedicated to ensure that our tutors, recruiters and support staff continue with their own personal and professional development. Many of our staff use a computer for everyday tasks and our organization was keen to have those skills recognized via a worthwhile qualification.

2. Identify the SP contract administrator and describe the functions that person will perform.

#### Answer)

Mr. Venu Chad, Accounts Manager, coordinates with client's managers to make certain we complete every contract or project with the State successfully. He does this primarily through routine meetings, e-mails, phone calls with the State project managers and project sponsors. He also tracks project team progress closely to identify and eliminate obstacles.

NAVIGATOR organizational structure ensures top management visibility over the contract activities as well as full corporate support in today's world. The proposed Program Manager, Mr. Sree Chad, has not only the responsibility, but the full authority, to run the contract. He interacts with the State on a contract or project or program level to facilitate advanced planning, resource availability, quality assurance, and contract compliance. He is continuously assessing the level of client satisfaction with the quality and timeliness of our Task Assignment efforts through face-to-face meetings, phone calls, e-mails, and participation in status and project reviews.

3. Describe how you plan on providing additional personnel if it becomes necessary to properly staff projects.

NAVIGATOR has developed airtight candidate-screening procedures and interview questions to ensure that new recruits are a perfect fit. Finding the best possible people who can fit within your culture and contribute within your organization is a challenge and an opportunity. Keeping the best people, once you find them, is easy if you do the right things right. These specific actions will help you with recruiting and retaining all the talent you need.

Experience has proven that recruiting is more effective when done on a continual basis and not done only to fill an immediate void. Sourcing for qualified candidates is the principal task of a recruiting program. NAVIGATOR is confident in its ability to recruit fully qualified individuals.

Below are the details:

<u>Referrals:</u> NAVIGATOR has an established award program for referrals. Employees are paid a bonus of \$1,000 for a qualified referral that is subsequently hired.

<u>Newspapers & Web-sites Advertisement</u>: Advertisements placed routinely on a local and regional basis have proven to be a valuable source. It is also effective for recruiting employees who experience a resonance with what you state on web site.

<u>Job Fairs:</u> NAVIGATOR participates in periodic IT job fairs to attract potentially qualified personnel and our staff will promote the State's contract to attract candidates at these job fairs.

<u>Pay Better Than Your Competition:</u> Yes, you do get what you pay for in the job market. We Survey the local job market and take a hard look at the compensation people in your industry attract. You want to pay better than average to attract and keep the best candidates. Seems obvious, doesn't it?

4. Describe your company's ability to uniquely address problems and issues related to the service category.

#### Answer)

NAVIGATOR is an IT Company that is aware of their reputation within a small market and the impacts that may occur, allowing issues to get out of control damaging that reputation.

Our strategy is to achieve customer and revenue growth whilst delivering high quality, value for money and safe services to our customers. We achieve this through organic growth as well as acquisition whilst capitalizing on privatization opportunities and strategic planning.

Our long range focuses on ROI (Return on Investment), long lasting partnerships with its customers/clients emphasize performance over the long haul, avoiding the short-sighted, and project pit falls that often outbreak the rapid growing IT industry. Our main focus and goal is towards customers ROI by look-up of the day-to-day tasks & goals.

NAVIGATOR has highly skilled, experienced consultants on staff with a proven track record in this service category. From MBAs with comprehensive strategic planning experience to entrepreneur's with creative opportunity-discovering experience, we can help you create and develop strategic plans with our facilitation skills. We can help you accomplish your strategic plans with evaluations and recommendations for detailed technical courses of action. The

strength of this team, coupled with the client-focused values we bring to every assignment, allows our firm to compete with global consulting firms.

5. Describe your company's practices in adopting client policies and methods.

#### Answer)

NAVIGATOR is very proactive in making sure our consultants become familiar and use our client's policies, procedures and processes. When the opportunity presents itself to help our clients determine these issues, we provide advice and information to the client to help them decide what suits their needs best.

Additionally, a large part of strategy focuses on external forces and the role they play in driving organizations to change. We start out adapting to the clients policies and methods. We also build on the client's methods with our own methods and experience when value can be added that contributes directly to the success of a project.

For the following questions indicate in each area the extent of knowledge and training your company would be able to offer and whether your company would be able to provide performance with or without guidance, or could teach others.

- 6. List each type / brand of operating system/ communication system you are experienced with in each category below and make comments.
  - a) Mainframes:
  - b) Midrange / Minicomputer:
  - c) Client / Server / Distributed Systems:
  - d) Desktop:
  - e) LAN:
  - f) Languages and DBMS:

#### Answer)

Below chart indicates our overall levels of expertise and experience. We have significant experience with virtually every popular operating system (including IBM's mainframe offerings, SAP & UNIX, as well as all the Windows operating systems)

		Knowledge	Training	With guidance	Without guidance	Teach others	SKILLS
a.	Mainframes:	Extensive	Extensive	Yes	Yes	Yes	Mainframes
b.	Midrange / Minicomputer:	Extensive	Extensive	Yes	Yes	Yes	
C.	Client / Server / Distributed Systems:	Extensive	Extensive	Yes	Yes	Yes	Unix, NT/ 2000, Novell, Solaris
d.	Desktop:	Extensive	Extensive	Yes	Yes	Yes	NT/2000, Unix, Solaris
e.	LAN:	Extensive	Extensive	Yes	Yes	Yes	Microsoft NT/2000 Server
f.	Languages and DBMS:	Extensive	Extensive	Yes	Yes	Yes	J2EE, Java, ASP,

Oracle & others
-----------------

- 7. Describe your products / experience with Databases.
  - a) Administration:
  - b) Application Development tools:
  - c) End user tools:
  - d) Structure and methodologies:
  - e) Other

Below chart indicates our overall levels of expertise and experience. We have significant experience with virtually every popular database (including IBM DB2, Microsoft SQL Server, Oracle DBS, SAP, Microsoft Access, Oracle, Sybase, etc.). More specific information on a particular technology can be provided as needed.

	Knowledge	Training	With guidance	Without guidance	Teach others
a. Administration:	Extensive	Extensive	Yes	Yes	Yes
b. Application Development tools:	Extensive	Extensive	Yes	Yes	Yes
c. End user tools:	Extensive	Extensive	Yes	Yes	Yes
d. Structure and methodologies:	Extensive	Extensive	Yes	Yes	Yes
e. Other	Extensive	Extensive	Yes	Yes	Yes
f. Administration:	Extensive	Extensive	Yes	Yes	Yes

8. What general software applications have you experience in?

#### Answer)

We have significant experience with virtually every popular software application for personal productivity (including data modeling packages like office suites – Microsoft Office, project planning packages like Microsoft Project, and many others).

	Knowledge	Training	With guidance	Without guidance	Teach others
a. Client Server Technologies & Mainframes	Extensive	Extensive	Yes	Yes	Yes
b. Peoplesoft	Extensive	Extensive	Yes	Yes	Yes
c. SAP	Extensive	Extensive	Yes	Yes	Yes
d. JetForm / HTML	Extensive	Extensive	Yes	Yes	Yes
e. Quality Assurance	Moderate	Extensive	Yes	Yes	Yes
f. Business Objects	Moderate	Extensive	Yes	Yes	Yes

- 9. Please describe any experience and deployed solutions in each of the following specific technologies below.
  - a) Help desk solutions / technologies
  - b) Data development
  - c) Data analysis
  - d) Data modeling
  - e) Facilitating and consulting
  - f) Photogrametery and remote sensing
  - g) Data collection and clean up mapping
  - h) GIS / ESRI Software / Mapinfo
  - i) Electronic Commerce / EDI
  - j) Document management
  - k) Telecommunications wide area network
  - I) Biometrics
  - m) Wireless networking
  - n) IT staffing
  - o) Graphic / web design
  - p) Other

Below chart indicates our overall experience. More specific information on a particular technology can be provided as needed.

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
a. Help desk solutions / technologies	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR works with Remedy Software, develop custom help desk applications

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
b. Data development	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have defined, designed & developed for various data schemas and layouts for relational applications utilizing various technologies including XML, RDBMS, SQL`s for our clients. We have also deployed data marts, warehouses, web repositories and central data storage.
c. Data analysis	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have analyzed requirements for clients on relational data structures and worked on HIPAA & SAP projects.
d. Data modeling	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have designed Object Oriented data structures, various relational models.
e. Facilitating and consulting	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have excellent leadership skills along with a desire to deliver the highest quality of service to the client.
f. Photogrametery and remote sensing	N/A	N/A	N/A	N/A	N/A	N/A
g. Data collection and clean up mapping	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR provides IT staff augmentation for solutions pertaining with the above technologies.
h. GIS / ESRI Software / Mapinfo	N/A	N/A	N/A	N/A	N/A	N/A

		Knowledge	Training	With guidance	Without guidance	Teach others	Description
i.	Electronic Commerce / EDI	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants provide solutions to web- based or desktop based e-commerce projects & also EDI & HIPAA transformation projects.
j.	Document management	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR has recommended the document management solutions to their clients.
k.	Telecommunications wide area network	N/A	N/A	N/A	N/A	N/A	N/A
I.	Biometrics	N/A	N/A	N/A	N/A	N/A	N/A
m.	Wireless networking	N/A	N/A	N/A	N/A	N/A	N/A
n.	IT staffing	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR currently supports various "IT Staffing" contracts/consultants with agencies such as State of New York, State of DE, Texas Government and other State Government Departments. IT staffing is a core competency of NAVIGATOR. We have been extremely successful in crafting and providing the appropriate IT resources, with the right skills, and with a flexible employment package at competitive prices for our clients.

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
o. Graphic / web design	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have created web front ends utilizing various tools such as ASP, .NET, HTML, J2EE, JSP, Front Page, Dream weaver, Adobe Illustrator, Macromedia's Flash, etc.
p. Other						

# ITQ EXHIBIT E -- COST DATA SHEET FORMAT

# COST DATA SHEET for ITQ Number <u>BD80200S102</u> Revision \_\_\_\_\_\_1.0

FOR SERVICE CATEGORY: <u>Developer</u>

COMPANY NAME: Navigator Technologies LLC date 11/15/2007

DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
DEVELOPER: Provide application desktop, client/server, mainframe ,database, or web developers on a project or staff augmentation basis.	\$80.00
Provide operating system developers on a project or staff augmentation basis.	
SR. DEVELOPER Provide application desktop, client/server, mainframe ,database, or web developers with extensive experience on a project or staff augmentation basis.	\$95.00
Provide operating system developers with extensive experience on a project or staff augmentation basis.	
JR.DEVELOPER Provide application desktop, client/server, mainframe ,database, or web developers with limited experience on a project or staff augmentation basis.	\$65.00
Provide operating system developers with limited experience on a project or staff augmentation basis.	
Engineer Minimum of 4 years of applicable experience in technical analysis engineering with writing application software, data analysis, data access, data structures, data manipulation, databases, design, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, mid range, personal computers, laptops.	\$95.00
Bachelors degree or equivalent Education required.	\$110.00
Sr. Engineer Minimum of 6 years of applicable experience in technical analysis engineering with writing application software, data analysis, data access, data structures, data manipulation, databases, design, programming, testing and implementation, technical and user documentation, software	φιτυ.υυ

conversions; environments include but are not limited to mainframe, mid range, personal computers, laptops.

Bachelors degree or equivalent Education required.

Jr. Engineer

\$60.00

Less than 3 years experience with writing application software, data analysis, data access, data structures, data manipulation, databases, design, programming, testing and implementation, technical and user documentation, software conversions; environments include but are not limited to mainframe, mid range, personal computers, laptops.

Bachelors degree or equivalent Education required.

Emerging/Niche Technology

Must have three years of experience with 4th generation language \$110.00 development tools

Two years of experience in:

- developing large mission critical applications using Client/Server implementation
- 3-Tier design, development and deployment including RAD/JAD methodology
- · knowledge transfer, transition of systems and mentoring
- Intra/Inter Net deployment

Sr. Emerging/Niche Technology

\$135.00

Must have four years of experience with 4th generation language development tools.

Three years of experience in:

- developing large mission critical applications using Client/Server implementation
- 3-Tier design, development and deployment including RAD/JAD methodology
- knowledge transfer, transition of systems and mentoring
- Intra/Inter Net deployment

Jr. Emerging/Niche Technology

Must have two years of experience with 4th generation language development tools

Must have experience in:

- developing large mission critical applications using Client/Server implementation
- 3-Tier design, development and deployment including RAD/JAD methodology
- knowledge transfer, transition of systems and mentoring
- Intra/Inter Net deployment

\*NOTE: The rate quoted above is not necessarily an average rate but is intended to reflect a not to exceed amount for the rarest and hardest to find skill set. Actual rates may be much lower and will depend on client's requirements.

Also we'll offer services for both project development and hourly staff augmentation.

\$75.00

Note: The SP may be able to have additional line items added at a later date to this ITQ, IF it is in the same service category as originally qualified for under the ITQ, and If such a request is approved by the STATE. In such case, an addendum will be issued by the STATE.

Submit additional sheets as necessary. RATE PER HOUR is to be in US dollars and is firm for the duration of ITQ, except that changes to the rates per hour may be made upon approval by the STATE once every 12 months from date of the ITQ execution and no change will be allowed over 5% for each line item without justification. In such case, an addendum will be issued by the STATE.

# **REFERENCE SURVEY -- Information**

# REFERENCE SURVEY FORM - section one

( to be completed by SP providing proposal)

SP Name: Navigator Technologies

Referring Client Name: Cardinal Systems (NYS Office of Mental Retardation and Disability

Determination)

ITQ Service category: <u>Design/Planning</u>; <u>Developing</u>; <u>Testing</u>; <u>Implementation</u>

Give name and description of the project you want client to provide the STATE of Iowa a performance rating on per section two.

# **HIPAA & CSCIC Web Application:**

Consultants are required to augment State Staff in the design, development, enhancement and integration of new and existing secure web-based applications. The consultants will be used to design the screens and develop the new application modules. Consultants are managed by and report to State Staff who are responsible for directing and reviewing their work. The Consultants will also provide knowledge transfer to OMRDD staff as part of their work. In all cases, consultant staff will work on Mission Critical tasks.

Start date of project: <u>12-24-2004</u> End date: <u>06-23-2006</u>

Give brief description of Project Scope:

- 1 .Work on application programming using Oracle RDBMS and PL/SQL.
- 2. Designing relational database structures using Oracle version 8.0 or higher.
- 3. Web programming using JSPs and JAVA and JAVA servlets in an n-tier environment and working in a UNIX environment.
- 4. Development of database model, application programming, test plan development and testing, user documentation and user training.



# Navigator Technologies, LLC

18 Computer Drive West, Suite # 103, Albany, New York - 12205

# **ITQ Category : Testing**

# PROFESSIONAL / TECHNICAL PERSONNEL QUESTIONNAIRE

1. How do you intend to provide the resources required by this ITQ?

#### Answer)

Navigator Technologies ("NAVIGATOR") is a well-established Information Technology Consulting Company with a proven history of successful results especially with State of New York Departments and bidding to other State government Projects. We have a very diverse staff that encompasses a wide variety of skill sets.

NAVIGATOR has analyzed the ITQ skill categories and compared them to our proposed staff's skills and experience. We have identified the key resumes to satisfy or exceed the State's requirement qualifications.

NAVIGATOR has a large resource pool (a pool of pre-screened and pre-qualified candidates and marketing strategies) that significantly benefits the State and assures the availability of resources.

Our service is wholeheartedly dedicated to ensure that our tutors, recruiters and support staff continue with their own personal and professional development. Many of our staff use a computer for everyday tasks and our organization was keen to have those skills recognized via a worthwhile qualification.

2. Identify the SP contract administrator and describe the functions that person will perform.

#### Answer)

Mr. Venu Chad, Accounts Manager, coordinates with client's managers to make certain we complete every contract or project with the State successfully. He does this primarily through routine meetings, e-mails, phone calls with the State project managers and project sponsors. He also tracks project team progress closely to identify and eliminate obstacles.

NAVIGATOR organizational structure ensures top management visibility over the contract activities as well as full corporate support in today's world. The proposed Program Manager, Mr. Sree Chad, has not only the responsibility, but the full authority, to run the contract. He interacts with the State on a contract or project or program level to facilitate advanced planning, resource availability, quality assurance, and contract compliance. He is continuously assessing the level of client satisfaction with the quality and timeliness of our Task Assignment efforts through face-to-face meetings, phone calls, e-mails, and participation in status and project reviews.

3. Describe how you plan on providing additional personnel if it becomes necessary to properly staff projects.

NAVIGATOR has developed airtight candidate-screening procedures and interview questions to ensure that new recruits are a perfect fit. Finding the best possible people who can fit within your culture and contribute within your organization is a challenge and an opportunity. Keeping the best people, once you find them, is easy if you do the right things right. These specific actions will help you with recruiting and retaining all the talent you need.

Experience has proven that recruiting is more effective when done on a continual basis and not done only to fill an immediate void. Sourcing for qualified candidates is the principal task of a recruiting program. NAVIGATOR is confident in its ability to recruit fully qualified individuals

Below are the details:

<u>Referrals:</u> NAVIGATOR has an established award program for referrals. Employees are paid a bonus of \$1,000 for a qualified referral that is subsequently hired.

<u>Newspapers & Web-sites Advertisement</u>: Advertisements placed routinely on a local and regional basis have proven to be a valuable source. It is also effective for recruiting employees who experience a resonance with what you state on web site.

<u>Job Fairs:</u> NAVIGATOR participates in periodic IT job fairs to attract potentially qualified personnel and our staff will promote the State's contract to attract candidates at these job fairs.

<u>Pay Better Than Your Competition:</u> Yes, you do get what you pay for in the job market. We Survey the local job market and take a hard look at the compensation people in your industry attract. You want to pay better than average to attract and keep the best candidates. Seems obvious, doesn't it?

4. Describe your company's ability to uniquely address problems and issues related to the service category.

#### Answer)

NAVIGATOR is an IT Company that is aware of their reputation within a small market and the impacts that may occur, allowing issues to get out of control damaging that reputation.

Our strategy is to achieve customer and revenue growth whilst delivering high quality, value for money and safe services to our customers. We achieve this through organic growth as well as acquisition whilst capitalizing on privatization opportunities and strategic planning.

Our long range focuses on ROI (Return on Investment), long lasting partnerships with its customers/clients emphasize performance over the long haul, avoiding the short-sighted, and project pit falls that often outbreak the rapid growing IT industry. Our main focus and goal is towards customers ROI by look-up of the day-to-day tasks & goals.

NAVIGATOR has highly skilled, experienced consultants on staff with a proven track record in this service category. From MBAs with comprehensive strategic planning experience to entrepreneur's with creative opportunity-discovering experience, we can help you create and develop strategic plans with our facilitation skills. We can help you accomplish your strategic plans with evaluations and recommendations for detailed technical courses of action. The

strength of this team, coupled with the client-focused values we bring to every assignment, allows our firm to compete with global consulting firms.

5. Describe your company's practices in adopting client policies and methods.

# Answer)

NAVIGATOR is very proactive in making sure our consultants become familiar and use our client's policies, procedures and processes. When the opportunity presents itself to help our clients determine these issues, we provide advice and information to the client to help them decide what suits their needs best.

Additionally, a large part of strategy focuses on external forces and the role they play in driving organizations to change. We start out adapting to the clients policies and methods. We also build on the client's methods with our own methods and experience when value can be added that contributes directly to the success of a project.

For the following questions indicate in each area the extent of knowledge and training your company would be able to offer and whether your company would be able to provide performance with or without guidance, or could teach others.

- 6. List each type / brand of operating system/ communication system you are experienced with in each category below and make comments.
  - a) Mainframes:
  - b) Midrange / Minicomputer:
  - c) Client / Server / Distributed Systems:
  - d) Desktop:
  - e) LAN:
  - f) Languages and DBMS:

#### Answer)

Below chart indicates our overall levels of expertise and experience. We have significant experience with virtually every popular operating system (including IBM's mainframe offerings, SAP & UNIX, as well as all the Windows operating systems)

		Knowledge	Training	With guidance	Without guidance	Teach others	SKILLS
a.	Mainframes:	Extensive	Extensive	Yes	Yes	Yes	Mainframes
b.	Midrange / Minicomputer:	Extensive	Extensive	Yes	Yes	Yes	
C.	Client / Server / Distributed Systems:	Extensive	Extensive	Yes	Yes	Yes	Unix, NT/ 2000, Novell, Solaris
d.	Desktop:	Extensive	Extensive	Yes	Yes	Yes	NT/2000, Unix, Solaris
e.	LAN:	Extensive	Extensive	Yes	Yes	Yes	Microsoft NT/2000 Server
f.	Languages and DBMS:	Extensive	Extensive	Yes	Yes	Yes	J2EE, Java, ASP,

Oracle & others
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- 7. Describe your products / experience with Databases.
  - a) Administration:
  - b) Application Development tools:
  - c) End user tools:
  - d) Structure and methodologies:
  - e) Other

Below chart indicates our overall levels of expertise and experience. We have significant experience with virtually every popular database (including IBM DB2, Microsoft SQL Server, Oracle DBS, SAP, Microsoft Access, Oracle, Sybase, etc.). More specific information on a particular technology can be provided as needed.

	Knowledge	Training	With guidance	Without guidance	Teach others
a. Administration:	Extensive	Extensive	Yes	Yes	Yes
b. Application Development tools:	Extensive	Extensive	Yes	Yes	Yes
c. End user tools:	Extensive	Extensive	Yes	Yes	Yes
d. Structure and methodologies:	Extensive	Extensive	Yes	Yes	Yes
e. Other	Extensive	Extensive	Yes	Yes	Yes
f. Administration:	Extensive	Extensive	Yes	Yes	Yes

8. What general software applications have you experience in?

#### Answer)

We have significant experience with virtually every popular software application for personal productivity (including data modeling packages like office suites – Microsoft Office, project planning packages like Microsoft Project, and many others).

	Knowledge	Training	With guidance	Without guidance	Teach others
a. Client Server Technologies & Mainframes	Extensive	Extensive	Yes	Yes	Yes
b. Peoplesoft	Extensive	Extensive	Yes	Yes	Yes
c. SAP	Extensive	Extensive	Yes	Yes	Yes
d. JetForm / HTML	Extensive	Extensive	Yes	Yes	Yes
e. Quality Assurance	Moderate	Extensive	Yes	Yes	Yes
f. Business Objects	Moderate	Extensive	Yes	Yes	Yes

- 9. Please describe any experience and deployed solutions in each of the following specific technologies below.
  - a) Help desk solutions / technologies
  - b) Data development
  - c) Data analysis
  - d) Data modeling
  - e) Facilitating and consulting
  - f) Photogrametery and remote sensing
  - g) Data collection and clean up mapping
  - h) GIS / ESRI Software / Mapinfo
  - i) Electronic Commerce / EDI
  - j) Document management
  - k) Telecommunications wide area network
  - I) Biometrics
  - m) Wireless networking
  - n) IT staffing
  - o) Graphic / web design
  - p) Other

Below chart indicates our overall experience. More specific information on a particular technology can be provided as needed.

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
a. Help desk solutions / technologies	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR works with Remedy Software, develop custom help desk applications

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
b. Data development	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have defined, designed & developed for various data schemas and layouts for relational applications utilizing various technologies including XML, RDBMS, SQL`s for our clients. We have also deployed data marts, warehouses, web repositories and central data storage.
c. Data analysis	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have analyzed requirements for clients on relational data structures and worked on HIPAA & SAP projects.
d. Data modeling	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have designed Object Oriented data structures, various relational models.
e. Facilitating and consulting	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have excellent leadership skills along with a desire to deliver the highest quality of service to the client.
f. Photogrametery and remote sensing	N/A	N/A	N/A	N/A	N/A	N/A
g. Data collection and clean up mapping	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR provides IT staff augmentation for solutions pertaining with the above technologies.
h. GIS / ESRI Software / Mapinfo	N/A	N/A	N/A	N/A	N/A	N/A

		Knowledge	Training	With guidance	Without guidance	Teach others	Description
i.	Electronic Commerce / EDI	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants provide solutions to web- based or desktop based e-commerce projects & also EDI & HIPAA transformation projects.
j.	Document management	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR has recommended the document management solutions to their clients.
k.	Telecommunications wide area network	N/A	N/A	N/A	N/A	N/A	N/A
I.	Biometrics	N/A	N/A	N/A	N/A	N/A	N/A
m.	Wireless networking	N/A	N/A	N/A	N/A	N/A	N/A
n.	IT staffing	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR currently supports various "IT Staffing" contracts/consultants with agencies such as State of New York, State of DE, Texas Government and other State Government Departments. IT staffing is a core competency of NAVIGATOR. We have been extremely successful in crafting and providing the appropriate IT resources, with the right skills, and with a flexible employment package at competitive prices for our clients.

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
o. Graphic / web design	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have created web front ends utilizing various tools such as ASP, .NET, HTML, J2EE, JSP, Front Page, Dream weaver, Adobe Illustrator, Macromedia's Flash, etc.
p. Other						

#### ITQ EXHIBIT E -- COST DATA SHEET FORMAT

# COST DATA SHEET for ITQ Number <u>BD80200S102</u> Revision \_\_\_\_\_\_1.0

FOR SERVICE CATEGORY: Testing

COMPANY NAME: Navigator Technologies LLC date 11/15/2007

DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Test Planning	\$ 90.00
Quality Assurance	\$ 90.00
*NOTE: The rate quoted above is not necessarily an average rate but is intended to reflect a not to exceed amount for the rarest and hardest to find skill set. Actual rates may be much lower and will depend on client's requirements.  Also we'll offer services for both project development and hourly staff augmentation.	

Note: The SP may be able to have additional line items added at a later date to this ITQ, IF it is in the same service category as originally qualified for under the ITQ, and If such a request is approved by the STATE. In such case, an addendum will be issued by the STATE.

Submit additional sheets as necessary. RATE PER HOUR is to be in US dollars and is firm for the duration of ITQ, except that changes to the rates per hour may be made upon approval by the STATE once every 12 months from date of the ITQ execution and no change will be allowed over 5% for each line item without justification. In such case, an addendum will be issued by the STATE.

# **REFERENCE SURVEY --- Information**

# **REFERENCE SURVEY FORM - section one**

( to be completed by SP providing proposal)

SP Name: Navigator Technologies

Referring Client Name: Cardinal Systems (NYS Office of Mental Retardation and Disability

Determination)

ITQ Service category: <u>Design/Planning</u>; <u>Developing</u>; <u>Testing</u>; <u>Implementation</u>

Give name and description of the project you want client to provide the STATE of Iowa a performance rating on per section two.

# **HIPAA & CSCIC Web Application:**

Consultants are required to augment State Staff in the design, development, enhancement and integration of new and existing secure web-based applications. The consultants will be used to design the screens and develop the new application modules. Consultants are managed by and report to State Staff who are responsible for directing and reviewing their work. The Consultants will also provide knowledge transfer to OMRDD staff as part of their work. In all cases, consultant staff will work on Mission Critical tasks.

Start date of project: <u>12-24-2004</u> End date: <u>06-23-2006</u>

Give brief description of Project Scope:

- 1 .Work on application programming using Oracle RDBMS and PL/SQL.
- 2. Designing relational database structures using Oracle version 8.0 or higher.
- 3. Web programming using JSPs and JAVA and JAVA servlets in an n-tier environment and working in a UNIX environment.
- 4. Development of database model, application programming, test plan development and testing, user documentation and user training.



# Navigator Technologies, LLC

18 Computer Drive West, Suite # 103, Albany, New York - 12205

# **ITQ Category : Implementation**

# PROFESSIONAL / TECHNICAL PERSONNEL QUESTIONNAIRE

1. How do you intend to provide the resources required by this ITQ?

#### Answer)

Navigator Technologies ("NAVIGATOR") is a well-established Information Technology Consulting Company with a proven history of successful results especially with State of New York Departments and bidding to other State government Projects. We have a very diverse staff that encompasses a wide variety of skill sets.

NAVIGATOR has analyzed the ITQ skill categories and compared them to our proposed staff's skills and experience. We have identified the key resumes to satisfy or exceed the State's requirement qualifications.

NAVIGATOR has a large resource pool (a pool of pre-screened and pre-qualified candidates and marketing strategies) that significantly benefits the State and assures the availability of resources.

Our service is wholeheartedly dedicated to ensure that our tutors, recruiters and support staff continue with their own personal and professional development. Many of our staff use a computer for everyday tasks and our organization was keen to have those skills recognized via a worthwhile qualification.

2. Identify the SP contract administrator and describe the functions that person will perform.

#### Answer)

Mr. Venu Chad, Accounts Manager, coordinates with client's managers to make certain we complete every contract or project with the State successfully. He does this primarily through routine meetings, e-mails, phone calls with the State project managers and project sponsors. He also tracks project team progress closely to identify and eliminate obstacles.

NAVIGATOR organizational structure ensures top management visibility over the contract activities as well as full corporate support in today's world. The proposed Program Manager, Mr. Sree Chad, has not only the responsibility, but the full authority, to run the contract. He interacts with the State on a contract or project or program level to facilitate advanced planning, resource availability, quality assurance, and contract compliance. He is continuously assessing the level of client satisfaction with the quality and timeliness of our Task Assignment efforts through face-to-face meetings, phone calls, e-mails, and participation in status and project reviews.

3. Describe how you plan on providing additional personnel if it becomes necessary to properly staff projects.

NAVIGATOR has developed airtight candidate-screening procedures and interview questions to ensure that new recruits are a perfect fit. Finding the best possible people who can fit within your culture and contribute within your organization is a challenge and an opportunity. Keeping the best people, once you find them, is easy if you do the right things right. These specific actions will help you with recruiting and retaining all the talent you need.

Experience has proven that recruiting is more effective when done on a continual basis and not done only to fill an immediate void. Sourcing for qualified candidates is the principal task of a recruiting program. NAVIGATOR is confident in its ability to recruit fully qualified individuals

Below are the details:

<u>Referrals:</u> NAVIGATOR has an established award program for referrals. Employees are paid a bonus of \$1,000 for a qualified referral that is subsequently hired.

<u>Newspapers & Web-sites Advertisement</u>: Advertisements placed routinely on a local and regional basis have proven to be a valuable source. It is also effective for recruiting employees who experience a resonance with what you state on web site.

<u>Job Fairs:</u> NAVIGATOR participates in periodic IT job fairs to attract potentially qualified personnel and our staff will promote the State's contract to attract candidates at these job fairs.

<u>Pay Better Than Your Competition:</u> Yes, you do get what you pay for in the job market. We Survey the local job market and take a hard look at the compensation people in your industry attract. You want to pay better than average to attract and keep the best candidates. Seems obvious, doesn't it?

4. Describe your company's ability to uniquely address problems and issues related to the service category.

#### Answer)

NAVIGATOR is an IT Company that is aware of their reputation within a small market and the impacts that may occur, allowing issues to get out of control damaging that reputation.

Our strategy is to achieve customer and revenue growth whilst delivering high quality, value for money and safe services to our customers. We achieve this through organic growth as well as acquisition whilst capitalizing on privatization opportunities and strategic planning.

Our long range focuses on ROI (Return on Investment), long lasting partnerships with its customers/clients emphasize performance over the long haul, avoiding the short-sighted, and project pit falls that often outbreak the rapid growing IT industry. Our main focus and goal is towards customers ROI by look-up of the day-to-day tasks & goals.

NAVIGATOR has highly skilled, experienced consultants on staff with a proven track record in this service category. From MBAs with comprehensive strategic planning experience to entrepreneur's with creative opportunity-discovering experience, we can help you create and develop strategic plans with our facilitation skills. We can help you accomplish your strategic plans with evaluations and recommendations for detailed technical courses of action. The

strength of this team, coupled with the client-focused values we bring to every assignment, allows our firm to compete with global consulting firms.

5. Describe your company's practices in adopting client policies and methods.

# Answer)

NAVIGATOR is very proactive in making sure our consultants become familiar and use our client's policies, procedures and processes. When the opportunity presents itself to help our clients determine these issues, we provide advice and information to the client to help them decide what suits their needs best.

Additionally, a large part of strategy focuses on external forces and the role they play in driving organizations to change. We start out adapting to the clients policies and methods. We also build on the client's methods with our own methods and experience when value can be added that contributes directly to the success of a project.

For the following questions indicate in each area the extent of knowledge and training your company would be able to offer and whether your company would be able to provide performance with or without guidance, or could teach others.

- 6. List each type / brand of operating system/ communication system you are experienced with in each category below and make comments.
  - a) Mainframes:
  - b) Midrange / Minicomputer:
  - c) Client / Server / Distributed Systems:
  - d) Desktop:
  - e) LAN:
  - f) Languages and DBMS:

#### Answer)

Below chart indicates our overall levels of expertise and experience. We have significant experience with virtually every popular operating system (including IBM's mainframe offerings, SAP & UNIX, as well as all the Windows operating systems)

		Knowledge	Training	With guidance	Without guidance	Teach others	SKILLS
a.	Mainframes:	Extensive	Extensive	Yes	Yes	Yes	Mainframes
b.	Midrange / Minicomputer:	Extensive	Extensive	Yes	Yes	Yes	
C.	Client / Server / Distributed Systems:	Extensive	Extensive	Yes	Yes	Yes	Unix, NT/ 2000, Novell, Solaris
d.	Desktop:	Extensive	Extensive	Yes	Yes	Yes	NT/2000, Unix, Solaris
e.	LAN:	Extensive	Extensive	Yes	Yes	Yes	Microsoft NT/2000 Server
f.	Languages and DBMS:	Extensive	Extensive	Yes	Yes	Yes	J2EE, Java, ASP,

			Visual Basic, .NET,C, C++, Microsoft SQL & Oracle & others
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- 7. Describe your products / experience with Databases.
  - a) Administration:
  - b) Application Development tools:
  - c) End user tools:
  - d) Structure and methodologies:
  - e) Other

Below chart indicates our overall levels of expertise and experience. We have significant experience with virtually every popular database (including IBM DB2, Microsoft SQL Server, Oracle DBS, SAP, Microsoft Access, Oracle, Sybase, etc.). More specific information on a particular technology can be provided as needed.

	Knowledge	Training	With guidance	Without guidance	Teach others
a. Administration:	Extensive	Extensive	Yes	Yes	Yes
b. Application Development tools:	Extensive	Extensive	Yes	Yes	Yes
c. End user tools:	Extensive	Extensive	Yes	Yes	Yes
d. Structure and methodologies:	Extensive	Extensive	Yes	Yes	Yes
e. Other	Extensive	Extensive	Yes	Yes	Yes
f. Administration:	Extensive	Extensive	Yes	Yes	Yes

8. What general software applications have you experience in?

#### Answer)

We have significant experience with virtually every popular software application for personal productivity (including data modeling packages like office suites – Microsoft Office, project planning packages like Microsoft Project, and many others).

	Knowledge	Training	With guidance	Without guidance	Teach others
a. Client Server Technologies & Mainframes	Extensive	Extensive	Yes	Yes	Yes
b. Peoplesoft	Extensive	Extensive	Yes	Yes	Yes
c. SAP	Extensive	Extensive	Yes	Yes	Yes
d. JetForm / HTML	Extensive	Extensive	Yes	Yes	Yes
e. Quality Assurance	Moderate	Extensive	Yes	Yes	Yes
f. Business Objects	Moderate	Extensive	Yes	Yes	Yes

- 9. Please describe any experience and deployed solutions in each of the following specific technologies below.
  - a) Help desk solutions / technologies
  - b) Data development
  - c) Data analysis
  - d) Data modeling
  - e) Facilitating and consulting
  - f) Photogrametery and remote sensing
  - g) Data collection and clean up mapping
  - h) GIS / ESRI Software / Mapinfo
  - i) Electronic Commerce / EDI
  - j) Document management
  - k) Telecommunications wide area network
  - I) Biometrics
  - m) Wireless networking
  - n) IT staffing
  - o) Graphic / web design
  - p) Other

Below chart indicates our overall experience. More specific information on a particular technology can be provided as needed.

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
a. Help desk solutions / technologies	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR works with Remedy Software, develop custom help desk applications

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
b. Data development	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have defined, designed & developed for various data schemas and layouts for relational applications utilizing various technologies including XML, RDBMS, SQL`s for our clients. We have also deployed data marts, warehouses, web repositories and central data storage.
c. Data analysis	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have analyzed requirements for clients on relational data structures and worked on HIPAA & SAP projects.
d. Data modeling	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have designed Object Oriented data structures, various relational models.
e. Facilitating and consulting	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have excellent leadership skills along with a desire to deliver the highest quality of service to the client.
f. Photogrametery and remote sensing	N/A	N/A	N/A	N/A	N/A	N/A
g. Data collection and clean up mapping	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR provides IT staff augmentation for solutions pertaining with the above technologies.
h. GIS / ESRI Software / Mapinfo	N/A	N/A	N/A	N/A	N/A	N/A

		Knowledge	Training	With guidance	Without guidance	Teach others	Description
i.	Electronic Commerce / EDI	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants provide solutions to web- based or desktop based e-commerce projects & also EDI & HIPAA transformation projects.
j.	Document management	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR has recommended the document management solutions to their clients.
k.	Telecommunications wide area network	N/A	N/A	N/A	N/A	N/A	N/A
I.	Biometrics	N/A	N/A	N/A	N/A	N/A	N/A
m.	Wireless networking	N/A	N/A	N/A	N/A	N/A	N/A
n.	IT staffing	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR currently supports various "IT Staffing" contracts/consultants with agencies such as State of New York, State of DE, Texas Government and other State Government Departments. IT staffing is a core competency of NAVIGATOR. We have been extremely successful in crafting and providing the appropriate IT resources, with the right skills, and with a flexible employment package at competitive prices for our clients.

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
o. Graphic / web design	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have created web front ends utilizing various tools such as ASP, .NET, HTML, J2EE, JSP, Front Page, Dream weaver, Adobe Illustrator, Macromedia's Flash, etc.
p. Other						

#### ITQ EXHIBIT E -- COST DATA SHEET FORMAT

# COST DATA SHEET for ITQ Number <u>BD80200S102</u> Revision \_\_\_\_\_\_1.0

FOR SERVICE CATEGORY: <u>Implementation</u>

COMPANY NAME: Navigator Technologies LLC date 11/15/2007

DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Implementation Planning (see Developers section)	\$125.00
*NOTE: The rate quoted above is not necessarily an average rate but is intended to reflect a not to exceed amount for the rarest and hardest to find skill set. Actual rates may be much lower and will depend on client's requirements.  Also we'll offer services for both project development and hourly staff augmentation.	

Note: The SP may be able to have additional line items added at a later date to this ITQ, IF it is in the same service category as originally qualified for under the ITQ, and If such a request is approved by the STATE. In such case, an addendum will be issued by the STATE.

Submit additional sheets as necessary. RATE PER HOUR is to be in US dollars and is firm for the duration of ITQ, except that changes to the rates per hour may be made upon approval by the STATE once every 12 months from date of the ITQ execution and no change will be allowed over 5% for each line item without justification. In such case, an addendum will be issued by the STATE.

#### **REFERENCE SURVEY -- Information**

# **REFERENCE SURVEY FORM - section one**

( to be completed by SP providing proposal)

SP Name: Navigator Technologies

Referring Client Name: Cardinal Systems (NYS Office of Mental Retardation and Disability

Determination)

ITQ Service category: <u>Design/Planning</u>; <u>Developing</u>; <u>Testing</u>; <u>Implementation</u>

Give name and description of the project you want client to provide the STATE of Iowa a performance rating on per section two.

#### **HIPAA & CSCIC Web Application:**

Consultants are required to augment State Staff in the design, development, enhancement and integration of new and existing secure web-based applications. The consultants will be used to design the screens and develop the new application modules. Consultants are managed by and report to State Staff who are responsible for directing and reviewing their work. The Consultants will also provide knowledge transfer to OMRDD staff as part of their work. In all cases, consultant staff will work on Mission Critical tasks.

Start date of project: <u>12-24-2004</u> End date: <u>06-23-2006</u>

Give brief description of Project Scope:

- 1 .Work on application programming using Oracle RDBMS and PL/SQL.
- 2. Designing relational database structures using Oracle version 8.0 or higher.
- 3. Web programming using JSPs and JAVA and JAVA servlets in an n-tier environment and working in a UNIX environment.
- 4. Development of database model, application programming, test plan development and testing, user documentation and user training.



# Navigator Technologies, LLC

18 Computer Drive West, Suite # 103, Albany, New York - 12205

# **ITQ Category: Administration**

# PROFESSIONAL / TECHNICAL PERSONNEL QUESTIONNAIRE

1. How do you intend to provide the resources required by this ITQ?

# Answer)

Navigator Technologies ("NAVIGATOR") is a well-established Information Technology Consulting Company with a proven history of successful results especially with State of New York Departments and bidding to other State government Projects. We have a very diverse staff that encompasses a wide variety of skill sets.

NAVIGATOR has analyzed the ITQ skill categories and compared them to our proposed staff's skills and experience. We have identified the key resumes to satisfy or exceed the State's requirement qualifications.

NAVIGATOR has a large resource pool (a pool of pre-screened and pre-qualified candidates and marketing strategies) that significantly benefits the State and assures the availability of resources.

Our service is wholeheartedly dedicated to ensure that our tutors, recruiters and support staff continue with their own personal and professional development. Many of our staff use a computer for everyday tasks and our organization was keen to have those skills recognized via a worthwhile qualification.

2. Identify the SP contract administrator and describe the functions that person will perform.

#### Answer)

Mr. Venu Chad, Accounts Manager, coordinates with client's managers to make certain we complete every contract or project with the State successfully. He does this primarily through routine meetings, e-mails, phone calls with the State project managers and project sponsors. He also tracks project team progress closely to identify and eliminate obstacles.

NAVIGATOR organizational structure ensures top management visibility over the contract activities as well as full corporate support in today's world. The proposed Program Manager, Mr. Sree Chad, has not only the responsibility, but the full authority, to run the contract. He interacts with the State on a contract or project or program level to facilitate advanced planning, resource availability, quality assurance, and contract compliance. He is continuously assessing the level of client satisfaction with the quality and timeliness of our Task Assignment efforts through face-to-face meetings, phone calls, e-mails, and participation in status and project reviews.

3. Describe how you plan on providing additional personnel if it becomes necessary to properly staff projects.

NAVIGATOR has developed airtight candidate-screening procedures and interview questions to ensure that new recruits are a perfect fit. Finding the best possible people who can fit within your culture and contribute within your organization is a challenge and an opportunity. Keeping the best people, once you find them, is easy if you do the right things right. These specific actions will help you with recruiting and retaining all the talent you need.

Experience has proven that recruiting is more effective when done on a continual basis and not done only to fill an immediate void. Sourcing for qualified candidates is the principal task of a recruiting program. NAVIGATOR is confident in its ability to recruit fully qualified individuals.

Below are the details:

<u>Referrals:</u> NAVIGATOR has an established award program for referrals. Employees are paid a bonus of \$1,000 for a qualified referral that is subsequently hired.

<u>Newspapers & Web-sites Advertisement</u>: Advertisements placed routinely on a local and regional basis have proven to be a valuable source. It is also effective for recruiting employees who experience a resonance with what you state on web site.

<u>Job Fairs:</u> NAVIGATOR participates in periodic IT job fairs to attract potentially qualified personnel and our staff will promote the State's contract to attract candidates at these job fairs.

<u>Pay Better Than Your Competition:</u> Yes, you do get what you pay for in the job market. We Survey the local job market and take a hard look at the compensation people in your industry attract. You want to pay better than average to attract and keep the best candidates. Seems obvious, doesn't it?

4. Describe your company's ability to uniquely address problems and issues related to the service category.

#### Answer)

NAVIGATOR is an IT Company that is aware of their reputation within a small market and the impacts that may occur, allowing issues to get out of control damaging that reputation.

Our strategy is to achieve customer and revenue growth whilst delivering high quality, value for money and safe services to our customers. We achieve this through organic growth as well as acquisition whilst capitalizing on privatization opportunities and strategic planning.

Our long range focuses on ROI (Return on Investment), long lasting partnerships with its customers/clients emphasize performance over the long haul, avoiding the short-sighted, and project pit falls that often outbreak the rapid growing IT industry. Our main focus and goal is towards customers ROI by look-up of the day-to-day tasks & goals.

NAVIGATOR has highly skilled, experienced consultants on staff with a proven track record in this service category. From MBAs with comprehensive strategic planning experience to entrepreneur's with creative opportunity-discovering experience, we can help you create and develop strategic plans with our facilitation skills. We can help you accomplish your strategic plans with evaluations and recommendations for detailed technical courses of action. The

strength of this team, coupled with the client-focused values we bring to every assignment, allows our firm to compete with global consulting firms.

5. Describe your company's practices in adopting client policies and methods.

# Answer)

NAVIGATOR is very proactive in making sure our consultants become familiar and use our client's policies, procedures and processes. When the opportunity presents itself to help our clients determine these issues, we provide advice and information to the client to help them decide what suits their needs best.

Additionally, a large part of strategy focuses on external forces and the role they play in driving organizations to change. We start out adapting to the clients policies and methods. We also build on the client's methods with our own methods and experience when value can be added that contributes directly to the success of a project.

For the following questions indicate in each area the extent of knowledge and training your company would be able to offer and whether your company would be able to provide performance with or without guidance, or could teach others.

- 6. List each type / brand of operating system/ communication system you are experienced with in each category below and make comments.
  - a) Mainframes:
  - b) Midrange / Minicomputer:
  - c) Client / Server / Distributed Systems:
  - d) Desktop:
  - e) LAN:
  - f) Languages and DBMS:

#### Answer)

Below chart indicates our overall levels of expertise and experience. We have significant experience with virtually every popular operating system (including IBM's mainframe offerings, SAP & UNIX, as well as all the Windows operating systems)

		Knowledge	Training	With guidance	Without guidance	Teach others	SKILLS
a.	Mainframes:	Extensive	Extensive	Yes	Yes	Yes	Mainframes
b.	Midrange / Minicomputer:	Extensive	Extensive	Yes	Yes	Yes	
C.	Client / Server / Distributed Systems:	Extensive	Extensive	Yes	Yes	Yes	Unix, NT/ 2000, Novell, Solaris
d.	Desktop:	Extensive	Extensive	Yes	Yes	Yes	NT/2000, Unix, Solaris
e.	LAN:	Extensive	Extensive	Yes	Yes	Yes	Microsoft NT/2000 Server
f.	Languages and DBMS:	Extensive	Extensive	Yes	Yes	Yes	J2EE, Java, ASP,

			Visual Basic, .NET,C, C++, Microsoft SQL & Oracle & others
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- 7. Describe your products / experience with Databases.
  - a) Administration:
  - b) Application Development tools:
  - c) End user tools:
  - d) Structure and methodologies:
  - e) Other

Below chart indicates our overall levels of expertise and experience. We have significant experience with virtually every popular database (including IBM DB2, Microsoft SQL Server, Oracle DBS, SAP, Microsoft Access, Oracle, Sybase, etc.). More specific information on a particular technology can be provided as needed.

	Knowledge	Training	With guidance	Without guidance	Teach others
a. Administration:	Extensive	Extensive	Yes	Yes	Yes
b. Application Development tools:	Extensive	Extensive	Yes	Yes	Yes
c. End user tools:	Extensive	Extensive	Yes	Yes	Yes
d. Structure and methodologies:	Extensive	Extensive	Yes	Yes	Yes
e. Other	Extensive	Extensive	Yes	Yes	Yes
f. Administration:	Extensive	Extensive	Yes	Yes	Yes

8. What general software applications have you experience in?

#### Answer)

We have significant experience with virtually every popular software application for personal productivity (including data modeling packages like office suites – Microsoft Office, project planning packages like Microsoft Project, and many others).

	Knowledge	Training	With guidance	Without guidance	Teach others
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b. Peoplesoft	Extensive	Extensive	Yes	Yes	Yes
c. SAP	Extensive	Extensive	Yes	Yes	Yes
d. JetForm / HTML	Extensive	Extensive	Yes	Yes	Yes
e. Quality Assurance	Moderate	Extensive	Yes	Yes	Yes
f. Business Objects	Moderate	Extensive	Yes	Yes	Yes

- 9. Please describe any experience and deployed solutions in each of the following specific technologies below.
  - a) Help desk solutions / technologies
  - b) Data development
  - c) Data analysis
  - d) Data modeling
  - e) Facilitating and consulting
  - f) Photogrametery and remote sensing
  - g) Data collection and clean up mapping
  - h) GIS / ESRI Software / Mapinfo
  - i) Electronic Commerce / EDI
  - j) Document management
  - k) Telecommunications wide area network
  - I) Biometrics
  - m) Wireless networking
  - n) IT staffing
  - o) Graphic / web design
  - p) Other

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e. Facilitating and consulting	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have excellent leadership skills along with a desire to deliver the highest quality of service to the client.
f. Photogrametery and remote sensing	N/A	N/A	N/A	N/A	N/A	N/A
g. Data collection and clean up mapping	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR provides IT staff augmentation for solutions pertaining with the above technologies.
h. GIS / ESRI Software / Mapinfo	N/A	N/A	N/A	N/A	N/A	N/A

		Knowledge	Training	With guidance	Without guidance	Teach others	Description
i.	Electronic Commerce / EDI	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants provide solutions to web- based or desktop based e-commerce projects & also EDI & HIPAA transformation projects.
j.	Document management	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR has recommended the document management solutions to their clients.
k.	Telecommunications wide area network	N/A	N/A	N/A	N/A	N/A	N/A
I.	Biometrics	N/A	N/A	N/A	N/A	N/A	N/A
m.	Wireless networking	N/A	N/A	N/A	N/A	N/A	N/A
n.	IT staffing	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR currently supports various "IT Staffing" contracts/consultants with agencies such as State of New York, State of DE, Texas Government and other State Government Departments. IT staffing is a core competency of NAVIGATOR. We have been extremely successful in crafting and providing the appropriate IT resources, with the right skills, and with a flexible employment package at competitive prices for our clients.

	Knowledge	Training	With guidance	Without guidance	Teach others	Description
o. Graphic / web design	Extensive	Extensive	Yes	Yes	Yes	NAVIGATOR consultants have created web front ends utilizing various tools such as ASP, .NET, HTML, J2EE, JSP, Front Page, Dream weaver, Adobe Illustrator, Macromedia's Flash, etc.
p. Other						

#### ITQ EXHIBIT E -- COST DATA SHEET FORMAT

# COST DATA SHEET for ITQ Number <u>BD80200S102</u> Revision \_\_\_\_\_\_1.0

FOR SERVICE CATEGORY: Administration

COMPANY NAME: Navigator Technologies LLC date 11/15/2007

DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Database	\$115.00
LAN/WAN	\$110.00
Operating System	\$115.00
Web	\$110.00
Messaging	\$125.00
Security	\$135.00
Emerging/Niche Technology	\$155.00
*NOTE: The rate quoted above is not necessarily an average rate but is intended to reflect a not to exceed amount for the rarest and hardest to find skill set. Actual rates may be much lower and will depend on client's requirements.  Also we'll offer services for both project development and hourly staff augmentation.	

Note: The SP may be able to have additional line items added at a later date to this ITQ, IF it is in the same service category as originally qualified for under the ITQ, and If such a request is approved by the STATE. In such case, an addendum will be issued by the STATE.

Submit additional sheets as necessary. RATE PER HOUR is to be in US dollars and is firm for the duration of ITQ, except that changes to the rates per hour may be made upon approval by the STATE once every 12 months from date of the ITQ execution and no change will be allowed over 5% for each line item without justification. In such case, an addendum will be issued by the STATE.

# **REFERENCE SURVEY -- Information**

# **REFERENCE SURVEY FORM - section one**

( to be completed by SP providing proposal)

SP Name: Navigator Technologies

Referring Client Name: RUSIT (NYS Office of State Comptroller)

ITQ Service category: Administration

Give name and description of the project you want client to provide the STATE of Iowa a

performance rating on per section two.

# **Vendor Responsibility system:**

The Vendor Responsibility system was developed to promote contracting entity due diligence in assessing the responsibility of state vendors with whom they contract. The system is focused on standardizing contracting entities' understanding and application of the principles of vendor responsibility, the practical implementation of vendor responsibility reviews, and documentation responsibility reviews and determinations in the procurement record. Oracle software Installation, complete administration, maintenance, monitoring and performance tuning of all the databases.

Start date of project: <u>10-01-2005</u> End date: <u>09-30-2007</u>

Give brief description of Project Scope:

support production, test and development database environments, including database environment configuration, tuning, backup and recovery, monitoring.

evaluate the backup procedures in place, suggest improvements, establish and test db restoration procedures for scenarios by table, by schema, by database.

provide support for development of physical database designs, system analysis and design, testing, debugging, and troubleshooting.

support multiple project teams at one time, interacting with users, application programmers, and other information systems support staff. work with and mentor in-house database staff.

provide performance analysis and assistance in tuning Oracle databases, SQL code. Analysis of efficiencies will include space allocation, memory usage, gathering and analysis of appropriate database statistics.

provide guidance in determining best configuration of middle tier components, such as the application server and infrastructure databases (Oracle Enterprise Manager, Oracle HTTP Server, and Oracle Application Server Web Cache).

assist in establishing, monitoring and trouble-shooting user network connections to the database objects.

assist with migration of data and objects from Sybase to Oracle databases.

assist in establishing procedures to evaluate and apply Oracle security patches.

# Acceptance of Amendment #1 to ITQ BD80200S102, version 1.0 The same person who signed the original response to the ITQ must also sign Note: below to accept this amendment to the ITQ. I, Venu Chad & Managing Member, officer for Navigator Technologies (name and title) (company name) Hereby accept and agree to Amendment No. 1 to the ITQ, BD80200S102, version 1.0 and agree to provide the additional requested information in the amendment. Date: 11/15/2007 Signature: Signature for the State: Date: Upon signing, the aforementioned amendment is immediately incorporated into the ITQ and service provider's response to the ITQ.

# Submit Two (2) Originally signed copies to:

Ms. Ashley Super, Purchasing Agent III
Iowa Department of General Services (DGS)
Hoover STATE Office Building - Level A
Des Moines, IA 50319-0105

Mark envelope with: "ITQ Amendment #1 Acceptance"

If the amendment as presented is unacceptable, please advise the State of your rejection of the amendment in writing with reasons to the IO as above or by E-mail:

Ashley.Super@dgs.STATE.ia.us.